

Mission Statement of PMI-SVC Programs

Engage youth, students, academic institutions, non-profit organizations, and current and former military personnel and spouses to bring awareness of project management to inspire the next generation of changemakers.

**Project of the Year Coordinator and Committee Member**

**Project of the Year Coordinator**

ROLE DESCRIPTION: Organize and lead the Chapter’s Project of the Year Competition to increase awareness of local projects and project managers, and foster active participation in the Chapter. This role is the primary point of contact for nominees and Project of the Year Committee Members and is responsible for organizing the Project of the Year nomination process, selection and award presentation.

ROLES AND RESPONSIBILITIES: Organize the solicitation of Project of the Year nominations in July, work with the Project of the Year Committee to select award recipients by October, and present awards in November or December. Draft announcements and a communication plan with the Marketing Team. Provide updates of relevant information with the PMI-SVC Board to coordinate presentation of the Project of the Year Award.

LEADERSHIP SKILLS: You have a passion and ability to lead teams and innovate new initiatives. You are passionate about project management and are able to make decisions on behalf of the Chapter.

*Expected time commitment*: At least 6 hours per month June to November.

**Project of the Year Committee Member**

ROLE DESCRIPTION: Serve as support and assist in the selection of the Chapter’s Project of the Year Competition to increase awareness of local projects and project managers, and foster active participation in the Chapter. This role is a support role to assist the Project of the Year Coordinator in selection of the Project of the Year.

ROLES AND RESPONSIBILITIES: Assist in the creation of the Project of the Year selection criteria. Review and rank the Project of the Year nominations. Support the Project of the Year Coordinator in the award presentation.

LEADERSHIP SKILLS: You are passionate about project management and enjoy supporting initiatives.

*Expected time commitment*: At least 2-4 hours per month July to November.

Contact Information

For more information about these positions, please contact

Melissa Harris, Vice-President of Programs at vpprograms@pmi-svc.org