



## PACIFIC NORTHWEST

### POSITION DESCRIPTION

<b>Position Title:</b>	Committee Volunteer
<b>Reports to:</b>	Designated USTA PNW Staff Member
<b>Term:</b>	2 years (January 1, 2019-December 31, 2020)
<b>Time Requirements:</b>	See Committee details

Do you have a passion for tennis? Do you want to be involved in an innovative, entrepreneurial, well-established and well-known organization?

The Pacific Northwest Section of the US Tennis Association (USTA PNW) is a 501(c)3 not-for profit organization looking for Committee Members to serve a 2 year commitment beginning on January 1, 2019.

#### Responsibilities:

- Attend and participate in called meetings
- Work within the committee charges and organizational strategic plan
- Come to meeting prepared (read agenda and support materials as needed)
- Vote when called upon
- Participate in operations when called upon
- Take on tasks as they pertain to committee projects and work within the time frame agreed to by the entire committee
- Have a general awareness of status and trends within the section
- Assume a section-wide perspective
- Serve on sub-committee, if requested

#### Qualifications:

- Strong organizational skills
- Strong communication skills
- Ability to work well with others
- Passion for the game of Tennis

#### Evaluations:

- Attendance
- Availability
- Ability to work within the committee charges and strategic plan