



THE FORUM OF EXECUTIVE WOMEN

2011-12 COMMITTEES

AND OTHER WAYS TO GET INVOLVED

The Forum encourages our members to become engaged in the work of our organization by joining a committee or becoming involved in one of our initiatives. It is an ideal way to meet other members and, at the same time, help to promote our mission to “*leverage the power of executive women.*” Meeting schedules and locations vary by committee and initiative. Please visit the Committees section on our website (www.forumofexecutivewomen.com) for those specifics.

Questions? Contact Sharon Hardy, Executive Director, at [610-617-4556](tel:610-617-4556), sharonhardy@forumofexecutivewomen.com – or the chair of the committee that interests you.

Please complete the Committee Sign-Up Sheet at the end of this packet if you would like to join a committee.

The Forum has aligned our committees under four areas of focus to help us meet our members’ needs and achieve our mission. These areas are:

Business Outreach and Impact

Member Information, Education and Connections

Member Engagement and Retention

Organizational Sustainability

The committees open to Forum members under each area of focus are listed below. (Note that Forum board directors and others appointed by the board as delineated in committee charters sit on the Executive Committee, the Finance Committee and the Nominating portion of the Governance/Nominating Subcommittee, which all fall under the fourth focus area, Organizational Sustainability.)

FOCUS AREA 1 – BUSINESS OUTREACH & IMPACT

EI² - External Impact and Influence Initiative

Chair: Nila Betof - 610-660-6684, nbetof@verizon.net

Vice Chair: Sophia Wisnieska - 610-892-1231, stw1@psu.edu

This new initiative will strategically look at how The Forum interacts with outside organizations and is able to provide influence to further our agenda.

Women in Corporate Leadership Subcommittee

Chair: Autumn Bayles – 610-571-2518, Bayles-Autumn@aramark.com

This subcommittee, formerly known as the Executive Suites Committee, was created to increase the number of women serving on public company boards of directors and in the executive suites of regional companies. The committee's initiatives are designed to enhance the awareness and value of having women in key governance and decision-making positions.

Among the initiatives of this committee are the publishing of The Forum's annual *Women on Boards* report, The Forum Speakers' Club and our ongoing relationship with ION (the InterOrganization Network), of which we are a founding member.

Mentoring Committee

Chair: Jane Marie Downey – 610-825-3705, janedowney@clarityconcepts.com

Vice Chair: Linda Stone – 610-446-8454, stone.linda.k@gmail.com

The Mentoring Committee aligns itself with The Forum's mission *to leverage the power of executive women* by strategically looking to the future of women's leadership. Through the design and implementation of The Forum's Mentoring Program, the committee provides the process by which members, serving as mentors, help to build and increase the competencies that future women leaders from local partnering organizations and companies need for their professional, career and leadership development-As a part of their commitment to the program, Mentoring Committee members also serve as Forum mentors and attend Mentoring Circles, which are the foundation of the program.

Sponsorship Strategic Outreach Committee

Chair: Patricia Connolly - 215-895-6182, pqc23@drexel.edu

Annual sponsorship of The Forum presents a unique opportunity for visibility and recognition and helps to promote strategic alliances between The Forum and its supporting companies and organizations. Funds raised help support The Forum's growing list of strategic initiatives in the

region. The Sponsorship Strategic Outreach Committee aligns its work closely with The Forum's overarching goals to expand our reach in the region. As a result, committee members have the opportunity to provide creative strategies for outreach to potential supporting organizations.

FOCUS AREA 2 – MEMBER INFORMATION, EDUCATION AND CONNECTIONS

Strategic Communications Committee

Chair: TBA

This newly reestablished committee was successful in helping to spearhead The Forum's website, newsletter and other communications. We are relaunching this committee to help us look at how to best communicate and interact with our members and others integral to the work we do as an organization.

Program Committee

Chair: Jacqueline Shulman – 215-665-3134, Jacqueline.shulman@obermayer.com

The Program Committee strategically develops, creates and organizes programs that are closely aligned with The Forum's mission and designed to offer the most current information from experts and thought leaders in the region on cutting edge topics. Included in the offerings are The Forum's Leadership Symposium, Public Sector Leadership Conversation Series and Thought Salons. In addition, the committee oversees The Forum's popular themed dinners and Meet The Forum regional breakfasts.

FOCUS AREA 3 – MEMBER RECRUITMENT & RETENTION

Engagement Committee

Chair: Rachel Cohen – 610-260-7385, rachel.cohen@mssb.com

The Engagement Committee develops strategies and oversees activities that promote both the engagement of new members and the continuing involvement of current members, helping them to recognize the value proposition of their membership. The **Connectors Program**, a recent initiative of the Engagement Committee, provides each new member with a Forum connector, who introduces her to Forum programs, initiatives, events and members. This year a **Current Member Connector Program** is being developed.

The committee is also responsible for the creation and oversight of **Affinity Groups**, which are formed for the purpose of small group interaction and information exchange among Forum

members with similar interests. Additionally, members of the Engagement Committee can volunteer to serve as **Meeters and Greeters** at Forum events.

Membership Committee

Chair: Suzanne Mayes - 215-665-6922, smayes@cozen.com

Vice Chair: Lisa Detwiler – 610-695-9150 x875, ldetwiler@pershing.com

The Membership Committee is responsible for recruiting a diverse group of new members who are leaders in the region in both the private and public sectors. The committee meets on a quarterly basis to discuss recruitment strategies, review nominations and make strategic membership recommendations that are in alignment with the board's targets for Forum growth. Members of this committee should have a good understanding of The Forum and its overarching goals.

FOCUS AREA 4 – ORGANIZATIONAL SUSTAINABILITY

Nominating/Governance Committee

Chair: Peggy McCausland - 610-834-1720, mccausland@mccauslandlaw.com

Subcommittee Chair, Nominating: Penny Ellison (this committee is appointed by the Board) - 267-299-4138, Penny_Ellison@ca3.uscourts.gov

Subcommittee Chair, Governance: Stacey Meadows, Esq. – 215-782-8301, Stacey.Meadows@jeffersonhospital.org

Subcommittee Chair, Board Training: Shannon Breuer – 610-234-2147, sbreuer@livemore.net

The Nominating/Governance Committee is comprised of the three subcommittees listed above. Because of the types of responsibilities with which they are charged, these three subcommittees have a minimum and maximum number of members.

The Nominating Subcommittee is charged with submitting a slate of officers, directors and committee chairs for election by The Forum members at the annual meeting each year. The members of the Nominating Subcommittee are appointed by the Board. The **Governance Subcommittee** is charged with reviewing Forum by-laws, committee charters and other governance documents and with drafting Forum policies. The **Board Training Subcommittee** focuses on Forum board development and orientation. Those two subcommittees are open to interested Forum members within the limits of their size.

OTHER WAYS TO GET INVOLVED TO MAKE THE MOST OF YOUR FORUM MEMBERSHIP

“Meet The Forum” Breakfasts

“Meet The Forum” breakfasts (and occasionally dinners), are held in both city and suburban locations across the region, providing Forum members with a way to get together in proximity to where they live or work. These smaller, non-programmed informal events, hosted by Forum members, foster collegiality among members as well as the opportunity to get to “know” The Forum.

Dates, times and locations of each regional event are announced on the homepage of The Forum website (www.forumofexecutivewomen.com), through monthly e-mails and in our newsletter, *Forum News*. Currently gatherings are held in the Western Suburbs, Center City, Delaware County and Montgomery County. A small fee to cover costs is generally collected at each event. Forum members interested in coordinating breakfasts in other areas should contact Forum member Holly Lange, 215-765-9000 x5712, hlange@pcaphl.org.

Affinity Groups

Joining an affinity group is an ideal way to meet other members with similar interests. Currently we have six affinity groups: The **Art...Off The Beaten Path** group coordinates visits to *out of the ordinary* venues focusing on painting, photography, sculpture and crafts. For book lovers, there is the **Books and Banter** group. Our new **Entrepreneurs Chat** is for Forum entrepreneurs who would like to get together with other member entrepreneurs for thoughtful conversation. **The Food and Finance** group is a great way to connect with Forum members in an environment that is both relaxed and financially informative. And our **Global Women Leaders** group brings members together to meet and exchange ideas about common issues facing women global leaders.

A year ago, a few Forum members started the **Transitions** affinity group for members looking to explore post-career options. While the number of women in this current group is at capacity, facilitating the most meaningful dialogue, the possibility of establishing a second Transitions Affinity Group is being explored should there be interest.

Dates, times and locations of each affinity group are announced on the homepage of The Forum website (www.forumofexecutivewomen.com), in *Forum News* and in occasional email announcements.

Please contact the following members if you wish to attend any of the Affinity Group get-togethers:

Art...Off The Beaten Path: Bernadette Taylor, 717-291-2703, BTaylor@fult.com

Books and Banter: Nancy O'Toole, 610-566-3575, nancy_otoole@hotmail.com or Mary Ellen Panousis, 215-361-5100, MEPanousis@HarrietCarter.com

Entrepreneurs Chat: Janet Wischnia, 215-576-1000 x2275, Jwischnia@atd.com

Food and Finance: Rachel Cohen, 610-260-7385, Rachel.cohen@mssb.com

Global Forum Women: Claudia McBride, 215-561-4700, x232, cmcbride@wacphila.org or Lynne Warshaw, 610-642-4410, lynne@erexc corp.com

Transitions: If you are interested in the possibility of starting, or being part of, a second Transitions affinity group, contact Marge Dailey.

For additional information on Affinity Groups, please contact Marge Dailey, Affinity Group Coordinator, 610-585-3949, mdailey@photomedex.com.

The Women's Speaker Club

The Women's Speaker Club of The Forum of Executive Women is comprised of Forum members who wish to provide a source of inspiration and information to emerging women leaders and others, through speaking engagements at local women's organizations, universities and other groups that request speaker services. Members can speak on a host of topics including business/finance, career management, entrepreneurship, leadership, women's issues and much more. If you are interested in becoming a speaker and joining the Women's Speaker Club, contact Judy Grossman at 484-231-1125 or judygrossman@forumofexecutivewomen.com.

September 2011

THE FORUM OF EXECUTIVE WOMEN

COMMITTEE SIGN-UP SHEET

NAME: _____

PHONE NUMBER: _____

E-MAIL: _____

DATE: _____

I am interested in serving on the following committee:

- Board Training Subcommittee**
- EP² - External Impact and Influence Initiative**
- Engagement Committee**
- Governance Subcommittee**
- Membership Committee**
- Mentoring Committee**
- Program Committee**
- Sponsorship Strategic Outreach Committee**
- Strategic Communications Committee**
- Women in Corporate Leadership Subcommittee**

_____ **Please have the committee chair contact me.**

_____ **Please sign me up and advise me of the next meeting date.**

Please email this form to info@forumofexecutivewomen.com or fax it to The Forum Office at 215-628-9839.