

COMMUNITY ENGAGEMENT COMMISSIONER

Qualifications:

- Be a current member of PTA.
- It is preferred to have previously served at least one year on a Utah PTA Commission or Committee.
- It is preferred to have served one term on a local or council PTA board.
- It is preferred to have previously served on the Utah PTA Legislative Advocacy Committee.
- Have a knowledge and understanding of PTA programs.
- Be familiar with and knowledgeable about education and legislative issues.
- Have a working knowledge of parliamentary procedure (use Robert's Rules of Order), the bylaws, and standing rules.

Job Description:

1. Know and support the mission of Utah PTA.
2. Utilize and update position procedure book and other materials and be ready to pass onto successor.
3. Review and update website pages related to this position on a regular basis.
4. Serve as a member of both the Utah PTA Board of Directors and Board of Managers.
5. Organize and chair the Community Engagement Commission.
6. Implement commission programs and projects and be knowledgeable about and responsible for the areas of commission focus, may include, but are not limited to:
 7. Community Engagement Events and Partnerships
 8. Teacher Appreciation
 9. Volunteer Coordination and Appreciation
10. Increase resources to support community engagement at all levels
11. Diverse Leadership and Engagement
12. Work with and assist local and council Community Engagement Commissioners to establish, develop, and oversee school level commissions and implement programs and events relevant to the school community.
13. Coordinate efforts with the other commissioners and work as a team.
14. Serve as a member of the Commissioners, Legislative Advocacy, and Resolutions committees.
15. Serve on subcommittees within the scope of the position, as well as on other committees as appointed or invited.
16. Serve as a member on committees of community organizations as requested and by approval of the Utah PTA president.