



## Development Committee Chair

### Committee Membership Requirements:

The Membership and Development Committee will be responsible for the recruitment of NANOG's membership, sponsorship, and other fundraising necessary to keep NANOG in operation.

Eligible candidates each will serve a two-year term, with two terms ending each year. To be eligible to be appointed as a member of the Committee, an individual must be a member in good standing.

### Support NANOG Strategy/Goal:

- Achieve fiscal stability
- Broaden the range and size of sponsor contribution while maintaining the look and feel of NANOG's principles and practices
- Build a unified branding and message about NANOG's unique position and community
- Develop mutually rewarding agreements with sponsors and presenters

### Deliverables:

- Adhere to all Policies of NANOG
- Protect the NANOG Mark and Intellectual Property Rights
- Establish committee call schedule leading to each NANOG meeting
- Hold meetings every 2 weeks or as needed (more or less) based on the necessary sponsor or Dev Com activity
- Guide the selection of sponsors and for each meeting
- Assist in providing at least 1-2 leads for potential premium sponsors, as well as booking 3-4 individual sponsors during their term
- Assist NANOG staff with coordination of on-site sponsor requirements for each meeting
- Provide input and review of meeting and sponsor survey for each meeting
- Publish internal minutes for committee and board reference
- Manage 'marketing@nanog.org' marketing inquiries and assigning them to various Development Committee members
  - Response to the inquiries will be within 24-48 hours
  - Manage and ensure that a Development Committee member will respond to the potential or existing sponsor within 24-48 hours of assignment or a reasonable amount of time
- Attend Board Calls
  - Assist with Strategic Plan and address tasks as assigned by the Board, such as
    - Budget
    - Work with Executive Director and NANOG staff to ensure that sponsorship programs/ sponsor visibility is updated and appropriate to sponsorship levels
    - Website - updates and assurance of proper visibility for the sponsors is being met
- Expected time contribution: 8-9 hrs per week, but will vary based on various projects that are on-going which will dictate the amount of time necessary

### Measures of Success:

- Sponsorship Program Development
- Sponsorship Program Deployment
- Sponsorship Recruitment
- Sponsorship Communication
- Development Committee engagement
- Board Meeting Attendance

**Key Milestones**

Sponsorship Program Development  
Sponsorship Program Deployment  
Call participation  
Sponsor Recruitment  
Meeting Registration  
Sponsorship Program Deployment  
Call participation  
Sponsor Recruitment  
Meeting Registration  
Call participation  
Sponsor Recruitment  
Meeting Registration

**Meeting Number**

Annual 2012  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx  
NANOG xx

**Results**