

**Philanthropy and Development Committee
Committee Charter**



Purpose	The Philanthropy and Development Committee ensures that AUGS' fundraising and development efforts are in concert with the Society's strategic direction and financial needs. The committee serves as the mechanism by which members are involved in the fundraising process.
Ongoing Committee Activities / Committee Charges & Strategies	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> • Develop a realistic fundraising/development campaign that outlines measurable goals and desired outcomes • Identify, cultivate, and approach major donors (this includes individual and private foundations) • Oversee donor outreach and donor recognition programs including the Legacy Donor program. • Perform such other duties and responsibilities as the Board may determine from time to time.
Roles and Responsibilities	<p>Chair</p> <ul style="list-style-type: none"> • Structure agenda for meetings. • In conjunction with the committee staff liaison, develop committee report for AUGS Board (3x per year). • Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges. • Maintain open communication with assigned Board liaison regarding committee activities • Identify and mentor the next Chair of the Committee. • Assist with the selection of committee members. • Distribute monthly donor thank you letters (and/or designate committee members to send letters). <p>Vice Chair</p> <ul style="list-style-type: none"> • Support the Committee Chair to ensure responsibilities are met in a timely manner. • Serve as interim Committee Chair in the absence of the Chair. • Recommend to the AUGS Governance Committee individuals to serve as the next Vice Chair. • Ascend to the position of Chair. <p>Members</p> <ul style="list-style-type: none"> • Maintain confidentiality and avoid sharing AUGS information, processes, and work product outside of AUGS • Be prepared and actively participate in all conference calls and meetings. • Work on projects as delegated by the Chair. • Actively participate in ongoing committee activities as outlined above under ongoing Committee activities, charges, and strategies. • Identify and contact prospective donors.

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Workgroups and Other Committee Relationships	<p>The Philanthropy and Development Committee will select one member to serve on the Awards Committee.</p> <p>They may also engage, as needed, with other AUGS Committees to assist with the implementation of these charges. These committees may include the Finance Committee, Grants Committee, DEI Committee, and/or Public Education Committee.</p>
Expected Commitment	<p>The committee meets every other month via conference call. Additional committee calls may be necessary throughout the year as needed to fulfill the committee charges. Committee members are expected to review all agenda/materials prior to each meeting, attend the conference calls as scheduled.</p>
Committee Composition	<p>The Philanthropy and Development Committee is comprised of a Chair, Vice Chair and 5-8 additional members.</p> <p>Optional: 1-2 additional committee slots may be open to a Fellow at the discretion of the Governance Committee. Total committee size should be considered.</p>
Committee Terms	<p>Terms run January 1 – December 31.</p> <p>All committee members serve a one (1) year term and are eligible for reappointment for up to two additional consecutive terms (up to three years of service).</p> <p>Fellow representatives must rotate off after three years or upon graduation from fellowship, whichever comes first.</p> <p>The Committee Chair and Vice Chair will each serve a two-year term. The Vice Chair ascends to the role of Chair upon completion of their term as Vice Chair.</p>
Selection/ Appointment	<p>Members are appointed by the AUGS Governance Committee with input from the Committee Chair and Vice Chair. The Committee Vice Chair is selected by the Governance Committee with recommendations from the current Chair and Vice Chair.</p>
Committee Requirements	<p>Committee Members:</p> <ul style="list-style-type: none"> • Desire to advance the mission of AUGS. • Ability to make the necessary time commitment. • Must be a Society member in good standing. • Ability to attend and actively participate in conference calls. • Must adhere to AUGS Conflict of Interest and Disclosure policies. <p>Committee Chair:</p> <ul style="list-style-type: none"> • In addition to the above requirements, when possible, the Chair should have previously served as the Committee Vice Chair. <p>Vice Chair:</p> <ul style="list-style-type: none"> • In addition to the above requirements, if possible, the Vice Chair should have previously served as a committee member • Prior philanthropy/fundraising/development experience and/or interest
Staff Liaison(s)	<p>Jenna Dean Senior Director, Governance and Engagement jenna@aug.s.org</p>