

NMRT Board Member Planning Report

1. Office Name: Member Services Director

2. Office Term (Date: Ex. 2005-2006): 2017-2018

3. How do you plan to help committees address the four NMRT goals? (If it does not apply, put N/A.)

Communication is a key element of the four NMRT goals; whether it's cross committee communication or to current and potential NMRT members. I will work with my committee chairs to ensure that they are working with other relevant NMRT committees, such as Liaison Communication and Support and the Student and Student Chapter Outreach to push out information about their committees and any services that they offer, such as Mentoring and Resume Review. These two committees offer valuable services to NMRT members and it's crucial that the assistance that they can provide be well publicized. Additionally, I will encourage the Communications Committee to continue to create and post excellent content to the NMRT Blog.

4. How do you plan to create a positive committee experience? What type of support do you plan to provide to chairs and committee members, and how often do you plan to provide such support?

I plan on emailing my committee chairs once a month, or more if needed, to ensure that the committees stay on track with their various duties. I want to ensure that my chairs know that I am here for them if they have any questions or if any issues arise.

5. What future directions do you see your office or NMRT needing to take this year or the following year? What kind of strategies do you envision for addressing projects that affect committees outside of your supervision?

This year Endnotes will migrate to a new platform so that will be a big project. Last year the committee worked on designing a layout, so now it just needs to be implemented. Another issue that will need to be worked on is ensuring the continued stream of quality submissions to Endnotes and also making sure the Communications Committee stays on track with supplying great content for the NMRT Blog. Both committees have been doing a fantastic job in these regards, but we need to keep up the momentum. More outreach and publicity would help with this.

6. Date of report: October 13, 2017

7. Submitted by: Julia Frankosky