



SOCIAL COMMITTEE CHARGE - 2024

Last Update - 4/22/2024

Purpose:

To provide fresh ideas, oversight and support the successful execution of NJFPA Social events.

Number of Members: Estimated 4 to 8, one-year terms with reappointment possible for 3 terms.

Composition: Members shall include:

- Two Co-chairs; one food processor member co-chair and one associate member co-chair
- A diverse mix of members reflecting the NJFPA's membership
- The Co-chairs may invite guests as needed to expedite information sharing.

Method of Appointment: The Co-chairs shall be appointed by the President, in consultation with the Executive Committee and the Executive Director.

Accountability: Reports to: Board of Directors

Decision-Making Authority:

- Recommendation locations for future social events to the Board of Directors
- Make decisions on event execution (e.g., schedule, food service, etc.) within budgeted parameters
- Provide recommendations for improvement of recurring events (e.g., Annual Conference, Golf Outing)

Core Activities:

- Work in collaboration with NJFPA staff to define parameters of scheduled events
- Solicit participation and engagement at all levels (participant, sponsor, exhibitor) as requested
- Assist NJFPA staff in development of event feedback surveys and participate in post-meeting evaluations to capture opportunities for enhancement/improvement
- Assist in marketing for all NJFPA events

Meeting Frequency:

Meet monthly, by teleconference or face-to-face. (No more than 30-45 minutes. Additional meetings as needed if the scheduled events require.

Estimated Time Commitment:

1 hour a month

Busiest Times of the Year:

January to April: Annual Conference
April to June: Golf Tournament
OTR Series – Feb, May, Sept, Nov/Dec

Key Metrics: TBD