



APA LOS ANGELES

2018 BOARD & COMMITTEE POSITIONS

ELECTED POSITIONS (2-YEAR TERMS)

THE VICE DIRECTOR OF PROFESSIONAL DEVELOPMENT, ALONG WITH ANOTHER VICE DIRECTOR OF PROFESSIONAL DEVELOPMENT, DEVELOPS SEMINARS AND SYMPOSIA FOR MEMBERS' PROFESSIONAL DEVELOPMENT. THIS VICE DIRECTOR ALSO COORDINATES TRAINING FOR MEMBERS PREPARING TO TAKE THE AICP EXAM AND ASSISTS THE BOARD WITH THE ADMINISTRATION OF CM CREDITS. CANDIDATES MUST BE MEMBERS IN GOOD STANDING OF AICP.

VICE DIRECTOR OF PROFESSIONAL DEVELOPMENT

THE VICE DIRECTOR AT-LARGE (AWARDS), ALONG WITH ANOTHER VICE DIRECTOR AT-LARGE, DIRECTS THE SECTION'S ANNUAL AWARDS PROGRAM AND GALA, COORDINATES AWARD SUBMITTALS FOR THE CALIFORNIA CHAPTER AWARDS, AND CHAIRS THE AWARDS COMMITTEE. THIS VICE DIRECTOR ALSO ASSISTS WITH THE DEVELOPMENT AND IMPLEMENTATION OF SPECIAL PROJECTS AND ACTIVITIES OF THE SECTION BOARD.

VICE DIRECTOR AT-LARGE (AWARDS)

THE VICE DIRECTOR OF PROGRAMS, ALONG WITH ANOTHER VICE DIRECTOR OF PROGRAMS, IS RESPONSIBLE FOR DEVELOPING, RECOMMENDING AND MAINTAINING AN ANNUAL CALENDAR OF GENERAL PROGRAMS. THIS VICE DIRECTOR MAKES AND COORDINATES ARRANGEMENTS TO CARRY OUT SECTION PROGRAMS AND EVENTS, INCLUDING SUPERVISION OF THE PROGRAMS COMMITTEE.

VICE DIRECTOR OF PROGRAMS

THE VICE DIRECTOR OF FINANCE PREPARES THE ANNUAL SECTION BUDGET; SUBMITS FINANCE REPORTS ON A QUARTERLY BASIS FOR BOARD AND CHAPTER APPROVAL; DISBURSES FUNDS; RECEIVES REVENUE FROM PROGRAMS AND EVENTS; AND MAINTAINS STUDENT SCHOLARSHIP FUNDS

VICE DIRECTOR OF FINANCE

FOR MORE INFORMATION, VISIT:
WWW.APALOSANGELES.ORG

INFO@APALOSANGELES.ORG

COMMITTEE VOLUNTEERS

HELP COORDINATE THE SECTION'S ANNUAL AWARDS PROGRAM AND GALA, HELD ANNUALLY IN JUNE.

AWARDS COMMITTEE

HELP THE PUBLIC INFORMATION OFFICER, SOCIAL MEDIA DIRECTOR, MARKETING DIRECTOR, AND WEB DIRECTOR TO COORDINATE SECTION MEDIA, ENGAGE IN PARTNERSHIPS, AND PROMOTE SECTION ACTIVITIES.

COMMUNICATIONS COMMITTEE

HELP THE MEMBERSHIP DIRECTOR, DIVERSITY & INCLUSION DIRECTOR, COMMISSIONER REP., AND UNIVERSITY LIAISON IN INFLUENCING MEMBERSHIP RETENTION AND EXPANSION, AND IN DEVELOPING AFFIRMATIVE PROGRAMS TO RECRUIT AND SUPPORT A DIVERSE MEMBERSHIP.

MEMBERSHIP COMMITTEE

HELP IN THE PLANNING AND IMPLEMENTING OF PROGRAMS, AND DEVELOPING WORKSHOPS AND TRAINING FOR MEMBERS' PROFESSIONAL DEVELOPMENT.

PROGRAMS COMMITTEE

HELP THE YOUNG PLANNERS DIRECTORS IN THE DEVELOPMENT OF PROGRAMS THAT MEET THE EDUCATIONAL AND SOCIAL NEEDS OF SECTION MEMBERS UNDER AGE 35.

YOUNG PLANNERS COMMITTEE

APPOINTED POSITIONS (1-YEAR TERMS)

THE DIVERSITY AND INCLUSION DIRECTOR PRIORITIZES, PROMOTES, AND RECRUITS MEMBERS TO ENSURE INCLUSIVITY AND DIVERSITY AMONG THE SECTION MEMBERSHIP. THEY DEVELOP AND IMPLEMENT DIVERSITY-ORIENTED EVENTS AND PROGRAMS, AND PROMOTES TOPICS, FORMATS, AND VENUES THAT DIVERSIFY SECTION ACTIVITIES AND CONTENT.

DIVERSITY AND INCLUSION DIRECTOR

THE PUBLIC INFORMATION OFFICER PREPARES, EDITS, AND PUBLISHES THE BI-MONTHLY SECTION NEWSLETTER, AND SUPERVISES THE COMMUNICATIONS COMMITTEE. THEY PROVIDE INFORMATION ON SECTION EVENTS AND PROGRAMS TO MEDIA OUTLETS AND COORDINATE PROMOTIONS TO GENERATE AWARENESS OF THE SECTION'S ACTIVITIES.

PUBLIC INFORMATION OFFICER

THE UNIVERSITY LIAISON MAINTAINS RELATIONSHIPS WITH PLANNING SCHOOLS AND PROGRAMS AND THEIR STUDENTS, FACULTY, AND STUDENT REPRESENTATIVES. THEY ASSIST THE VICE DIRECTOR OF MEMBERSHIP IN OBTAINING STUDENT AND FACULTY MEMBERSHIP, REPRESENTATION, AND INVOLVEMENT.

UNIVERSITY LIAISON

THE MARKETING & SPONSORSHIP DIRECTOR ADMINISTERS A SPONSORSHIP AND ADVERTISING PROGRAM TO RECRUIT FINANCIAL AND IN-KIND SUPPORT OF SECTION ACTIVITIES. THEY CONTINUE RELATIONSHIPS WITH EXISTING SPONSOR ORGANIZATIONS AND IDENTIFIES OPPORTUNITIES FOR FURTHER ENGAGEMENT.

MARKETING & SPONSORSHIP DIRECTOR

THE SECTION HISTORIAN & CALIFORNIA PLANNING FOUNDATION LIAISON MAINTAINS A WORKING RELATIONSHIP WITH CPF REGARDING SCHOLARSHIPS, ACTIVITIES, AND FUNDRAISERS AVAILABLE TO SECTION MEMBERS. THEY ALSO MAINTAIN A WORKING RELATIONSHIP WITH THE CHAPTER HISTORIANS AND COORDINATE SECTION PARTICIPATION IN THE CHAPTER HISTORY PROGRAM. THEY DEVELOP PROGRAMS AND MEDIA CAMPAIGNS THAT PROMOTE AND REFLECT ON SECTION & CHAPTER HISTORY.

SECTION HISTORIAN & CALIFORNIA PLANNING FOUNDATION LIAISON

THE WEB DIRECTOR REGULARLY UPDATES THE SECTION WEBSITE WITH EVENT INFORMATION & ANNOUNCEMENTS, AND WORKS WITH THE PUBLIC INFORMATION OFFICER TO POPULATE THE WEBSITE WITH BLOG POSTS AND FEATURE ARTICLES.

WEB DIRECTOR

THE PLANNING COMMISSIONER REPRESENTATIVE DEVELOPS AFFIRMATIVE PROGRAMS TO INCREASE PARTICIPATION OF PLANNING COMMISSIONERS IN APA AND THEIR ATTENDANCE AT WORKSHOPS, SEMINARS AND CONFERENCES. THEY MAINTAIN A WORKING RELATIONSHIP WITH THE CHAPTER PLANNING COMMISSION REPRESENTATIVE.

PLANNING COMMISSIONER REPRESENTATIVE

THE SOCIAL MEDIA DIRECTOR PROMOTES SECTION EVENTS AND ANNOUNCEMENTS ON SOCIAL MEDIA. THEY ALSO SHARE GENERAL PLANNING-RELATED CONTENT ON SOCIAL MEDIA AND DEVELOP SOCIAL MEDIA CAMPAIGNS HIGHLIGHTING ASPECTS OF BOARD ACTIVITIES AND PLANNING IN LOS ANGELES.

SOCIAL MEDIA DIRECTOR

THE YOUNG PLANNERS CO-DIRECTORS (TWO POSITIONS) RECOMMEND, DEVELOP, AND PROMOTE AN ANNUAL CALENDAR OF PROGRAMS THAT MEET THE EDUCATIONAL AND SOCIAL NEEDS OF SECTION MEMBERS UNDER AGE 35. THESE CO-DIRECTORS SUPERVISE THE YOUNG PLANNERS COMMITTEE, MAINTAIN A WORKING RELATIONSHIP WITH THE CHAPTER YOUNG PLANNERS COORDINATOR, AND REPRESENT YOUNG PLANNERS' INTERESTS AND CONCERNS BEFORE THE BOARD.

YOUNG PLANNERS CO-DIRECTORS (TWO POSITIONS)