



# MAYOR'S MENTORING ALLIANCE

## EDUCATE | IGNITE | CONNECT

Are you ready to serve? The Mayor's Mentoring Alliance Advisory Board is committed to expanding mentoring opportunities for youth in Charlotte-Mecklenburg. Currently, the MMA Board has several Chair positions available for occupancy. Interested candidates must submit the attached application form for consideration. Completed applications should be submitted no later than **Monday June 15, 2015** to [agover@charlottenc.gov](mailto:agover@charlottenc.gov). Select candidates will be invited to present a 2 minute speech during our next Membership Meeting, June 25, 2015.

### **Advisory Board Positions:**

- The **Vice Chair** assist the Co-Chair with planning related to membership meetings and events. The Vice Chair assumes the duties of the Chair in his or her absence or incapacity.
- The **Events Chair** is responsible for planning and communicating information about upcoming events.
- The **Training Chair** is responsible for overseeing all aspects of the MMA workshops and training for organizations, mentors and mentees.
- The **Communications Chair** will partner with Neighborhood & Business Services staff for developing and reviewing all aspects of communication for MMA, including public relations, public communication and communications materials.
- The **Secretary** will prepare and maintain meeting minutes, records and all appropriate materials including the distribution of agendas for all Board meetings (other duties as needed).
- The **Membership Chair** manages the annual membership renewal drive and membership recruitment, processes new and renewing member applications, and maintains accurate member records.
- The **Resource Chair** will manage, represent and schedule MMA Advisory Board members to attend various community meetings and events to promote mentoring opportunities and recruit mentors.

Board elections will be held during the June 25<sup>th</sup>, 2015 Membership meeting. We welcome and appreciate your partnership and look forward to future endeavors.