



AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

Advisory Group Operations Committee Committee Member Position Description

Purpose: The Advisory Group Operations Committee facilitates the engagement of the Advisory Group.

Key Responsibilities

- Coordinate and facilitate Advisory Group meetings
- Track outcomes and hold the Advisory Group accountable for deliverables
- Produce a key performance indicators report to the Board of Directors (June/December)
- Participate in Advisory Group meetings

Support

- Orientation with Advisory Group staff liaison

Benefits

- Develop transferrable team and consensus-building skills
- Contribute to the growth and development of ASSP and the safety profession
- Earn professional certification maintenance points

Time Commitment

- Term of office: 3 years; July 1 and June 30
- Average hours per month: 2 to 5 hours

Qualifications

- Member of ASSP in good standing
- Member of the Advisory Group
- Able to work effectively in a team setting and communicate with diverse audiences

Contact

Staff Liaison: Dallas Ann Tomlin

Title: Governance Manager

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