



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

## Foundation Liaison

**Purpose:** The chapter foundation liaison ensures that chapter members are aware of opportunities available through the [ASSP Foundation](#) and facilitates members' participation in these opportunities.

### Key Responsibilities:

- Act as liaison between the ASSP Foundation and the chapter
- Inform chapter members of Foundation scholarship and professional development grant programs and strongly encourage participation in these programs
- Coordinate chapter efforts to raise donations for the Foundation either through soliciting/suggesting individual donations and/or organizing chapter events resulting in donations
- Work with chapter awards and honors chair to recognize chapter members who have received a scholarship or professional development grant from the Foundation or made a significant contribution to the chapter's support of the Foundation
- Attend chapter general membership and Executive Committee meetings as needed/requested

### Support:

- Transition meeting with outgoing chapter foundation liaison
- Additional support available from chapter president and [ASSP Chapter Services](#)

### Benefits:

- Opportunity to develop leadership and project management skills
- Opportunity to grow professional network
- Earn certification maintenance points

### Time Commitment:

- Term of office: Preferably 1 year, July 1 - June 30
- Average hours per month: Up to 3 hours

**Qualifications:**

- Must be an ASSP member in good standing
- Have or be willing to develop an understanding of ASSP Foundation opportunities
- Able to work effectively in a team setting and communicate with diverse audiences

**Specific Duties:**

- Complete one module of officer training in TBD:
  1. Basic training: ASSP overview
- [additional chapter-specific duties]