**AFP Chapter Leadership Form**

Please notify AFP International Headquarters immediately if any chapter leadership information changes during the year so that we may continue service to the chapter and communication with chapter leaders without interruption. Changes can be emailed to Chapter.Services@afpnet.org.

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 Chapter Name

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 Dates of Chapter Meeting (i.e. First Tuesday of the month)

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 Paid Chapter Administrator (please note: Paid Administrators receive administrative access to

 AFP materials and website, but does not receive a complimentary AFP membership.)

 **Officers**

 (please use full name of officer; no nicknames; all officers must be current members of AFP)

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 President

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 President‑Elect

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Immediate Past President

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­

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 Vice-President(s)

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 Secretary

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Treasurer

**Chapter Membership Contact**

Individual’s name will appear on chapter’s membership application and on the chapter’s page on the AFP website. His/her name, phone number & email address will be given out for general membership inquiries regarding the chapter.

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 Name Position

**Reimbursement Check Recipient**

Individual to receive all reimbursement checks/direct deposit notices and invoices

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name Position

**Other Chapter Leadership Mailings**

In order to ensure complete service to chapters, please fill in *all* of the following with the appropriate chapter leaders; otherwise, the President will receive all the mailings so that someone in the chapter is receiving the information.

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Membership V.P. or Chair (responsible for overall membership program planning, including recruiting, retention, data)

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Education//Programs V.P. or Chair (responsible for overall educational programming)

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Certification Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Foundation/Every Member Campaign Chair (overall chapter liaison to the AFP Foundation for Philanthropy – if these are two different individuals please list the FDC here and EMC under Other)

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 Chamberlain Scholarship Chair

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 Government Relations V.P. or Chair

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Diversity Chair

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Communications/Public Affairs V.P. or Chair (responsible for overall communications and public affairs/external relations program – if these are two different individuals, please list the Communications Chair here and Public Affairs under Other)

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 Awards Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ethics Education Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Newsletter Editor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Webmaster (If Webmaster is not an AFP member, please list the name under Other)

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National Philanthropy Day® Chair

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Mentoring Chair

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Youth in Philanthropy Chair

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Chapter Conference Chair (Logistics for chapter conferences…other than educational programming)

**Other Committee Chairs:**

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Committee Chair

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Committee Chair

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Committee Chair