

BOD Expectations/Assignments for ArchEx + Visions 2024

These expectations are aligned with the general expectations that BOD members:

- promote and attend events and programs
- serve as ambassador for the ORG
- invite and secure support for the ORG: from members, partners/sponsors, strategic partners

Before the events

- register for Arch EX and visions
- promote the events to colleagues, network; in-person and through social media
 - If you work at a University, please think about a fun and engaging way to promote and advertise ArchEx and Visions to students
- encourage others to attend, especially students and EPs
- Invite a Student and/or an EP to the event with you
- Send any Exhibitor/Sponsor connections to Delaney Ogden

At the events

Arch Ex

- engage as a host; greet and express gratitude to other attendees
- express appreciation to honorees and design award winners
- express gratitude to partners/sponsors
- connect with assigned partners/sponsors to express gratitude during the expo and connections
 - we are still securing partners/sponsors
 - assignments will be made the week before the events
 - expect to be assigned 3 or 4 partners/sponsors
 - solicit comment about expectations, observations, satisfaction, frustrations
 - the life of the party sponsors merit special attention/consideration
 - *please let us know if you will NOT be attending, so we can match assignments*

Visions

- engage as a host; greet and express gratitude to other attendees
- express appreciation to honorees and design award winners
- express gratitude to partners/sponsors
- distribute extra drink tickets to attendees

After the events

- magnify appreciation of honorees and design award winners; social media/press
- magnify gratitude to partners/sponsors; social media/press
- solicit comment about expectations, observations, satisfaction, frustrations
 - from attendees, partners/sponsors, presenters, honorees/awardees et al
- encourage others to respond to survey
- report any and all feedback [good, bad, ugly], on behalf of both you and others