



IAPD Women in Plastics Communications Coordinator

Title: Communications Coordinator

Aim: To increase awareness of Women in Plastics through quarterly newsletters.

Term: The Communications Coordinator serves a one year term beginning with the IAPD Annual Convention.

Time Commitment: Five hours a quarter/newsletter – 20 hours a term/year

Responsibilities:

- Write copy and manage four e-newsletters per term
- Gather compelling stories from Educational Workshop attendees
- Collaborate with volunteer hosts to recap each Educational Workshop
- Research career success stories of Women in Plastics attendees
- Work closely with IAPD Marketing Manager

Note: Members are expected to fully participate in all meetings, whether those are held at Leadership Development Conferences or Annual Conventions as well as to take part in conference calls or conduct business by telephone and/or written communications as deemed necessary to fulfill the committee's charge.

Members are expected to attend one or more Women in Plastics Education Workshops a term.