**GIPN WILLINGNESS -TO - SERVE FORM**

GIPN's continued value and growth is dependent on the active participation of its

members. Please let us know is you are willing to serve on any of the existing GIPN

Committees or are interested in nomination to the Board of Directors. Comments and

Suggestions are also welcome.

1. Board of Directors \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for District \_\_\_\_\_\_

Support Liaison \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for District \_\_\_\_\_\_

2. \_\_\_ Annual Education Conference:

Program Development \_\_\_

Registration \_\_\_

Session Monitor \_\_\_

Exhibitor/Vendors \_\_\_

Publicity \_\_\_

Facilities Planning \_\_\_

Hospitality \_\_\_

3. Newsletter Committee \_\_\_

4. Resource Manual Committee\_\_\_\_

5. Awards Committee\_\_\_\_

6. Web Site Management\_\_\_\_

COMENTS/QUALIFICATIONS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name and Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Phone ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of years in infection prevention: \_\_\_\_ Infection Control Experience

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Professional Memberships: GIPN \_\_\_\_ APIC \_\_\_\_\_ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Related Experiences (Office held, committees served, publications, special accomplishments,

honors, interests):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Board of Directors/District Liaison** - A member of the board of directors serves two

years. You are expected to attend the six board meetings which are held every 2

months and the 2 day retreat at the beginning of the year that is usually combined with a regular board meeting. Actively participates in board committees and activities.

Serves as chairperson for meetings held in the district and District Meeting at the

Annual Education Conference. Review membership lists and update as needed

**Support Liaison** - serves in the capacity of a District liaison when that individual is

unable to attend board meetings and will serve on the same committees as the primary liaison. In the event the primary liaison resigns or is asked to resign, the support liaison will assume the primary position for the remainder of the term.

***Annual Education Conference:***

• **Program Development and Publicity** - work with the Program and Publicity

Committee in developing and assimilating the annual education conference program

to include developing subject topics and objectives, contacting speakers, and

formulating assignment lists, assists with conference mailings, prepares information

boards for conference, finds groups who will publish conference information and

forward needed information.

• **Registration** - Assist the registration chairman in registering individuals at the

annual conference. This would involve validating membership data, handing out

conference materials, directing attendees to needed resources.

• **Session Monitor** - This would include introducing your assigned speaker, acting as

troubleshooter for assigned speaker, assisting with timekeeping during their

presentation.

• **Exhibitor/Vendors** - Assist in drawing up lists of potential vendors for the Education

conference and to provide funds to publish and mail the newsletter, support the work

of the organization, etc.

• **Facilities Planning and Hospitality** - This committee is actively involved in working

with the education conference site with meal planning, lecture room organization, AV

requirements, providing hospitality speaker baskets, and assisting in the selection of

future GIPN conference sites.

**Newsletter Committee** work to put together an informative, timely newsletter

four times a year to the membership, letting them know of GIPN events, district

projects, etc.

**Awards Committee** receives and forwards nominations from the membership for

Member of the Year to the Board.

Please submit your information to any current GIPN Board Member or send to: