

50 TIPS

FOR BUILDING A STRONGER CHAPTER

Leadership

1. One Person Cannot Do it ALL!
2. Start Small.
3. Develop Position Descriptions.
4. Ask Prospective Volunteers to Attend a Board Meeting.
5. Use Multi-Year Terms.
6. Associates of the Society, Affiliates, and Retired and Student Members can serve as volunteers.
7. Send Chapter Officers to the Chapter Leadership Forum.
8. Develop a Past President's Advisory Committee.
9. Create a Succession Plan.
10. Engage the Next Generation of Risk Leaders.

RIMS Resources

11. Keep Your Chapter's Officer Roster Up To Date.
12. Multiple Officers Should Know How To Update Your Website.
13. Regularly Check Opis and the Chapter Officers Community.
14. Make sure your chapter's website is updated regularly.
15. Communicate your message clearly and succinctly.
16. Use RIMS Calendar of Events.
17. Use the RIMSmail to communicate with members.

Financial and reporting

18. Provide Regular Financial Reports to your Board and Members.
19. File tax returns!
20. Budgeting is an "All Volunteer" Effort.
21. Perform a year-end review/audit.
22. RIMS chapters are 501(c)(6) organizations.
23. Fundraising Dollars Must Be Used for the Purposes for Which They Were Intended.
24. Charitable Donations and Events Must Be Risk Management Related.
25. Create Scholarship Programs to Engage the Next Generation

Planning

26. Review/Update your Chapter's Constitution & Bylaws.
27. Survey Your Members.
28. Spend Money and Time on Volunteer Training.
29. Review your Chapter's Mission Statement.

30. Set Short- and Long-Term Goals for Your Chapter.
31. Create a Full Year Chapter Calendar.
32. Hold Regularly Scheduled Board Meetings.
33. Submit Your Updated Chapter Bylaws and Incorporation Papers to RIMS.

Recognition

34. Recognize Your Chapter's Members and Volunteers.
35. Nominate a Volunteer for the Ron Judd Heart of RIMS Award.
36. Nominate Your Chapter for a RIMS ECHO award.

Membership Development

37. A Happy Member is a Long Time Member!
38. Board Members Should Not Sit Together at Chapter Meetings.
39. Develop a Mentor Program for New Members.
40. Communicate with Your Members - Early, Often and Late.
41. Conduct a Membership Campaign.
42. Write a chapter value Statement
43. Take advantage of the member reports on RIMS.org.

Communicating your Chapter's message

44. Raise Awareness.
45. Get Involved on the Society Level:
 - Attend RIMS Legislative Summit
 - Sponsor a Session at RISKWORLD

Programming

46. One Person Should Not Be Responsible for All of Your Chapter's Events.
47. Change the Format, Location and/or Time of Your Chapter's Meetings.
48. Request a PERK session, RIMS Professional Development or RIMS CRMP Workshop.

Don't Forget...

49. Stay Connected:
RIMS Membership Department
+1 212-655-6031
CHAPTERSERVICES@RIMS.org
50. Have Fun!