

Volunteer and Service Opportunities for the Office of the Vice President - Research and Standards

College of Performance Management: Practice Symposia Track Coordinator

The Office of the Vice President – Research and Standards has volunteer openings for Track Coordinators of the Practice Symposia topics for the Integrated Program Management (IPM) Workshop and for EVM World.

Responsibilities include initially serving as a Practice Symposia Evaluator and working with the VP-Research and Standards to:

- Obtain speaker acceptances for selected abstracts
- Work with speakers within a Track to get presentations completed
- Work with speakers within a Track to incorporate key points across presentations
 - The goal is to have each session standalone in its value while also providing a spring board of added value into the other sessions within the Track and across the entire event
- Work with other Track Coordinators to identify ways to add value across the Tracks
- Identify additional points of value where CPM can improve the coordination with the Workshops and educational Training Sessions
- Work with Track speakers leading up to and subsequent to the event to determine if Webinars can be held and/or Measurable News articles can be published to advertise and generate interest in attending the events and to capture key points and discussion from the event
- Analyzing session feedback and providing it to the speakers
- Providing recommendations to the improve future Track coordination and the quality of the events

This is an opportunity for individuals to have a significant impact on the value of the experience of participants at the event. This is a great opportunity for individuals to learn from and interact with leading thinkers and practitioners in project management.

Track Coordinators must be members of CPM. The volunteer position is to support a single specific IPM Workshop or EVM World. Volunteers are more than welcome to serve in this role for several events with the goal of continuously improving the quality of the event. The estimated time commitment is a total of fifteen to twenty-five hours. The number of volunteers needed for this role is four to six per event, with the final number depending on the final Track definition for that event. Note that the specific Tracks for a given event will be finalized as part of the Practice Symposia abstract evaluation phase for that event.

For more information or to apply contact Don Kaiser, Executive Director of CPM at kaiser@mycpm.org