

Position Title CPM Vice-President Conferences and Events – EVM World

Position Summary: CPM VICE-PRESIDENT CONFERENCES AND EVENTS – EVM WORLD (VPCE-EVMW) responsibilities comprises establishing a range of strategies and maintaining policies and practices used by the CPM to create “in person” opportunities for the efficient transfer of knowledge within the CPM project management and controls community. CPM VPCE-EVMW executes his or her duties through frequent interaction with CPM GB, CPM Staff and through the development of a team of volunteers.

VP-Conference and Events –EVM World duties include, but are not limited to:

- Conduct CPM's annual EVM World conferences,
- Coordination of content for the EVM World
- Coordination and Conduct (as needed) of CPM Regional Events around the world

The CPM VPCE-EVMW responsibilities include:

- Manage CPM EVM World Conference and Event program
- Execution of the managerial duties of the CPM VPCE-EVMW
- Manage a team of volunteers
- Liaison with VPCE-IPMC
- Marketing the event.
- Increasing sponsorships of the event
- Increasing attendance of the event

General Requirements:

- Understand the CPM's organizational structure, Strategic Plan and Business Plan and how it fits within CPM's strategic/business objectives
- Understand and commit to CPM's objectives and goals around increasing member value and knowledge delivery
- Be familiar with CPM's annual program plan and budget cycle
- Possess knowledge and understanding of basic nonprofit fiduciary responsibilities, which include CPM's Code of Ethics and Professional Conduct, and Conflict of Interest and Confidentiality
- Be familiar and support CPM's By-Laws and Guidelines
- Must attend all board meetings (minimum of two per year)
- Ability to work with persons of all cultures, backgrounds and global significance.
- Ability to work both independently and in a team-oriented, collaborative environment
- Strong communication and interpersonal skills
- Must be a member of CPM

**Knowledge, Skills,
and Abilities**

The CPM Vice-President Conferences and Events – EVM World coordination and management activities require an individual with strategic planning, coordination, and communication skills within the CPM and other industry / professional organizations related to earned value management.

Leadership KSA's include:

- Satisfaction of EVM World Conference and Event participants (as determined by feedback questionnaires)
- Annually increasing number of individuals that participate in EVM World Conference and Events
- Generation of CPM revenue

Term of Office:

Standard term is three years.