



Virginia Funeral Directors Association 2020-2021 Committee Sign-Up

The Virginia Funeral Directors Association is looking for members to serve on the following committees for the 2020-2021 year. Most committees meet online or occasional conference calls. **If you currently serve on a committee(s), you must sign up on this form to remain on a committee (all current committee members will be removed).**

Please review the following, fill out and return to the VFDA office at info@vfda.net.

_____ **Bylaws & Ethics Committee**

Review association by-laws and rules. Draft amendments as needed and makes recommendations to the Association's Board of Directors. Investigates ethical complaints and reports findings to board. Meets 2-3 times and as needed.

_____ **Convention Committee**

Oversee the initial planning of the annual Association convention. Makes recommendations to the Virginia Funeral Directors Association Board of Directors on locations, events, excursions and assists with exhibits hall as needed. Volunteers during the annual convention as needed.

_____ **Credentials Committee**

Formulates action plan and assists with logistical support with convention continuing education, voting processes, by-laws approvals have ballot, collects and tabulate nominations. Meets 3-4 times and works during convention as needed.

_____ **Disaster Response**

1. Two-person team to respond to the Offices of the Chief Medical Examiner at its request to assist them in expertise, logistics, and manning phones as needed.
2. Response to the Commonwealth's Family Assistance Center would be immediate and would be able provide the following.
 - a. Resource materials of funeral directors throughout the Commonwealth and the United States.

- b. Resource materials for out of country transportation and protocols.
- c. Coordination of FAC counselors and OCME DRT team members.
- d. Provision of counsel with victim families and responding to their questions and needs.
- e. Offering assistance to various commonwealth organizations to facilitate their needs.

Endorsements Committee

The Endorsements Committee strives to represent the VFDA, the individual funeral home and other funeral service professionals by taking a proactive role in providing our members enhanced and competitive products and services through the use of endorsements and member benefits.

Endorsement- An endorsement is a mutually beneficial agreement between a vendor and the VFDA (The Association) for an endorsement of a product or service. The relationship requires a formal written agreement setting out the terms of the endorsement and must be signed by an authorized agent of the sponsor and by the VFDA President or designee

Finance Committee

Develops Association's Annual Operating Budget, reviews financials monthly, and makes recommendations as needed.

Leadership Advisory Committee

This committee serves as a "think tank", bringing items and sources together to create opportunities to funeral service professionals and members of the association. This committee is also design to give members opportunities to participate in a leadership role in the association. These leaders would then be the alternate voice to the association and districts.

Legislative Committee

Moderates state and national legislative and regulatory actions that impact the profession as well as association management. Meets 2-3 times and as needed. Members need to be available to assist with lobbying as needed

Membership Services/Outreach Committee

Identify prospect, assist in recruitment and renewal efforts, and assures programming meets needs of members.

Seeks ways to communicate the association's goals and objectives as well as the professional standards of its members to the community. Organizes community service activities and funeral home visits. Meets 2-3 times and as needed.

_____ **Professional Development Committee**

Develops an education curriculum that fulfills CEU requirements and is consistent with the mission of the association. Meets as needed 4-6 times and covers educational programs

_____ **Service of Remembrance**

Responsible for planning and execution of S.O.R. during the Annual Convention. Determines order of service, speakers, music, and video.

_____ **Sponsorships Committee**

A sponsorship is a mutually beneficial agreement whereby the sponsor receives value in return for cash or goods or services-in-kind provided to the Association. Sponsorship options include, but are not limited to, the Association's annual convention and expo, the Winter Conference, the President's trip, quarterly Association board meetings and educational offerings by the Association. The relationship requires a formal written agreement setting out the terms of the sponsorship, including any recognition to be provided to the sponsor, and must be signed by an authorized agent of the sponsor and by the VFDA President or designee. Sponsorships do not imply endorsement of products or services by the Association and does not imply any exclusive arrangement with the Association.

Name: _____

Funeral Home: _____

Phone: _____ **Email:** _____