



**sage**<sup>®</sup>  
Senior Advocates  
for Generational Equity

## **SAGE Responsibilities for Chairs of Committees & Work Groups**

### **Overview**

Senior Advocates for Generational Equity (SAGE) inspires people over fifty to give forward with their time, money and voice so that younger and future generations can thrive. The Chairs of our Committees and Work Groups make our work possible by managing the people involved in their activities. Chairs are supported in their work by our Volunteer Engagement Coordinator.

### **Functions**

Chairs share their gifts in service to SAGE's mission by providing:

- Management expertise to oversee the people involved in their work and activities.
- Administrative expertise to schedule meetings, manage tasks and coordinate the timing of the work with SAGE's activities during the fiscal year (July to June).
- Enthusiasm and excitement for the people involved and by celebrating accomplishments.

The Committee Chairs have responsibilities as delegated by the Board of Directors. The Work Group Chairs have responsibilities as delegated by the Executive Director.

### **Expectations**

- Serve on the Committee or Work Group for at least one year, unless otherwise arranged.
- Meet with the Coordinator once a year to update the Committee or Work Group goals and work plan and meet quarterly thereafter to review progress and any challenges.
- Keep all meeting and activity records for the Committee or Work Group.
- Provide and review the established "SAGE Agreements", which are standards of conduct and confidentiality, to all new Committee or Work Group members.

### **Optional Opportunities for Further Engagement**

- Speak or write about SAGE to raise awareness about its mission and programs.
- Educate others about the challenges faced by younger and future generations, and ways that people over fifty can make a difference.
- Share opportunities for cooperative action with other organizations, including activities and occasions when SAGE should take part in coalitions and partnerships.

### **Expressions of Interest**

For more information about serving as the Chair of a Committee or Work Group, call our Executive Director, Steve Higgs, at 971-717-6570 or email [info@wearesage.org](mailto:info@wearesage.org). Steve can share background on SAGE's specific needs and opportunities, and next steps.