



Advisory Committee Member

General Position Description

The ElderPet Advisory Committee is made up of a diverse group of individuals who have knowledge and expertise within the realm of the business and administration of non-profits or related to the specific mission of ElderPet either in its pet-related community service to low income seniors and those with disabilities or the Pet Partners Therapy Animal Program in the Strafford County and Seacoast Rockingham County areas.

Members of the committee will be asked to provide information and advise the **Board of Directors** on endeavors or events within their realm of knowledge or experience. There is no requirement for physical hands-on assistance, but the Board would most certainly welcome active participation. The Board asks members to serve for a minimum of two years. Terms generally begin July 1 and end on June 30.

Members of the Advisory Committee are not required to attend regular Board of Directors meetings, but may do so. Members will receive Board agendas and minutes via email so they may stay apprised of the “doings” of ElderPet.

Advisory Committee Members are considered members of ElderPet and are eligible, according to bylaws, of becoming a member of the board after 1 year of volunteering. (ElderPet Bylaws are attached.)

Key Responsibilities

1. Attend one remote meeting a year with the Board and all other Advisory Committee members. This will be a meet and greet and annual update. It will be held during the first quarter of ElderPet’s Fiscal Year July 1-June 30.
2. Respond to questions and requests from the Board of Directors regarding your area of expertise.
3. Provide in writing various lists, samples, ideas, suggestions, reviews of material and other items as requested by the Board.
4. May be asked to collaborate with other committee and board members remotely regarding specific projects.