



COMMITTEE SIGN UP FORM DATE \_\_\_\_\_

Joining a committee is a key way to optimize your REFA membership by shaping our programs and events, building relationships, and enhancing your leadership skills. Listed below are the 2021 REFA committees in which you are welcome to participate. Committee participation requires attendance at committee meetings and active participation as a representative of REFA. We encourage and invite you to return this form at your earliest convenience with your committee choice(s). We ask that you do not sign up for more than two committees per year.

**Annual Events Committee**

The Annual Events Committee is responsible for planning REFA's Signature Panel Programs—the Annual Forecasting Luncheon held in January and the Fall Conference held in September. Committee responsibilities include: Composing the program content, identifying and securing the keynote speaker, moderator and panelists and assisting with content development and marketing. *The Annual Events Committee meets every other month or as needed.*

**Diversity, Equity & Inclusion Committee**

REFA's Diversity, Equity & Inclusion Committee will focus on implementing the DEI Policy which was adopted in 2017. The committee will be responsible for working on programming, developing policy and best practices and serving as ambassadors with a goal of creating a more inclusive membership. *The Diversity, Equity & Inclusion Committee meets monthly January-June and then every other month or as needed.*

**Emerging Leaders Committee**

The Emerging Leaders Committee is responsible for planning networking and educational programs focused on Leadership Development. The committee also plans quarterly community service activities and After Hours networking receptions. *The Emerging Leaders Committee meets monthly in a small group setting—meetings typically include an industry/market round-table discussion.*

**Golf Committee**

The Golf Committee is responsible for planning the Annual REFA Charitable Golf Tournament held in July of each year. This includes planning event components, identifying sponsorship opportunities and assisting with sponsor outreach. *The Golf Committee meets from January-July.*

**Membership Committee**

The Membership Committee is responsible for generating new member leads, assisting with the dues renewal process and identifying ways to retain, engage and attract new members. *The Membership Committee meets monthly January-March and then every other month for the remainder of the year.*

**Programs Committee**

The REFA Programs Committee is responsible for planning 11 educational programs per year. Committee responsibilities include: Identifying timely topics and speakers, securing speakers, assisting with content development and marketing. *The Programs Committee meets monthly.*

Please email this form or your committee preference to **Alex Levine** at [alevine@gbreb.com](mailto:alevine@gbreb.com)  
**For more information, please call 617.399.7867.**

NAME \_\_\_\_\_

COMPANY \_\_\_\_\_ EMAIL \_\_\_\_\_