Job Description: Energy Chair

Purpose of Position

- To provide leadership, direction, and guidance on energy issues for the chapter;
- To motivate and direct the Energy Committee; and
- To appropriately delegate activities related to energy to committee and other chapter members.

Responsibilities

Leadership, Direction, and Guidance on Energy Issues

- Provide chapter leaders with a long-range vision of what the Club's energy strategy and priorities should be over the next two to five years.
- Identify energy issues needing attention and worthy of chapter consideration.
- Assist chapter leaders to develop energy priorities.
- Design plans and strategies for current energy campaigns.
- Report regularly on energy committee activities to the chapter chair, conservation chair, executive committee, and other relevant issue committee chairs.

Motivation, Direction, and Coordination of the Chapter/Group Energy Committee

- Oversee energy committee activities to ensure that all needed tasks are accomplished.
- Direct and assist the committee to set goals and carry out objectives. Coordinate main functions and campaigns of the committee.

Delegation of Energy-related Activities

- Identify, recruit and challenge volunteer leaders.
- Identify individual members' abilities and interests and assign tasks appropriately.
- Train and assign volunteers to carry out energy activities.
- Follow up assignments to be sure they are carried out.
- Thank volunteers and provide other rewards (social activities, public recognition) to ensure repeat performances.
- Prevent duplication of work by linking key individuals with one another.
- Challenge and encourage members to use their talents and skills to the maximum.

Key Contacts

- Virginia Chapter office, Chapter Executive Director and other staff members
- Beyond Coal Campaign, Beyond Gas Campaign, and other national Club campaigns related to energy