Chapter Leader Success Series Role-specific Onboarding

PROGRAMMING Role(s)

October 31, 2024

Agenda

- Welcome/Agenda

- Role-Specific Resources

- Panel Introduction & Discussion

- Large Group Discussion

Lisa Torreano, PhD, CPTD

Home Chapter: Houston

National Advisor for Chapters (NAC) supporting:

Chapters: Nebraska, Kansas City, St. Louis, Kentuckiana, and Mississippi
https://www.td.org/chapters/clc/nac

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ROLE-BASED RESOURCES

Programming

Chapter Affiliation Requirements (CARE)

... are a set of performance guidelines, for six key areas, designed to help chapters deliver consistent benefits to members

https://www.td.org/chapters/clc/care

CARE Resources

2024 CARE Submission Summary (Reporting on the 2023 calendar year)

CARE Workbook

CARE Foundational and Plus Planning Tool

CARE Foundational Requirements and CARE Plus Elements Quick List

CARE Foundational Element Matrix

CARE Plus Element Matrix

Monthly CARE Tracker - Game of CARE

Joint Membership Job Aid

CARE 2023 Information and Planning Session

Risk Assessment Guide

Annual Report Template

CARE vs. CARE PLUS

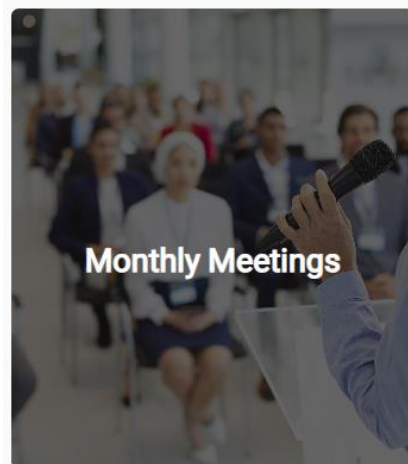| CATEGORY	FOUNDATIONAL REQUIREMENTS	CARE PLUS
Programming	**5.1 Chapter Programs:** Chapter provides at least six professional development activities per year for members.	**SELECT 3** + **Mentoring Program:** Chapter offers a mentoring program/initiative for its members. + **ATD Capability Model:** Chapter uses the ATD Capability Model in program development. + **Expanded Programming:** Chapter hosts more than six professional development events each year. + **Chapter or Regional Conference:** Chapter hosts or partners with other local chapters to host a conference for its members and prospects. + **Certification Opportunities:** Chapter offers its own study groups for the Associate Professional in Talent Development (APTD) and Certified Professional in Talent Development (CPTD). + **Awards Programming:** Chapter hosts its own awards program. + **Joint Programming:** Chapter collaborates with other chapters to plan and host joint programming.

CARE Resources | CARE Foundational Element Matrix

PROGRAMMING

The chapter provides at least six professional development activities per year for members. *The chapter may align its programming to the ATD Capability Model. The chapter may also offer a mentoring or virtual study group.*	A primary reason for members to join ATD is to develop themselves professionally—to acquire new skills, understand industry trends, and connect with other professionals. Offering regularly scheduled educational programs and professional development events is one of the best ways to meet this member need.	**Recommendations on how to accomplish:** Consider using any of the following development activities: • chapter meeting • SIG (Special Interest Group) meeting • GIG (Geographic Interest Group) meeting • conference or workshop • networking event • field visit to a corporate university, workplace, college campus, or vendor site • public forum on training issues • guest speaker or panel discussion • joint program with another professional organization such as SHRM, ISPI, ODN. **Where can I go for additional information?** • ATD Speaker Request Form • ATD Capability Model • Explore Content on td.org by Topic • Sharing Our Success: Monthly Meetings • Sharing Our Success: Chapter Conferences • Sharing Our Success: Programs and Events **Samples from other chapters:** • Austin Calendar of Events • Central Indiana Calendar of Events • Central Iowa Calendar of Events • Orange County Calendar of Events

atdCARE
chapter affiliation requirements

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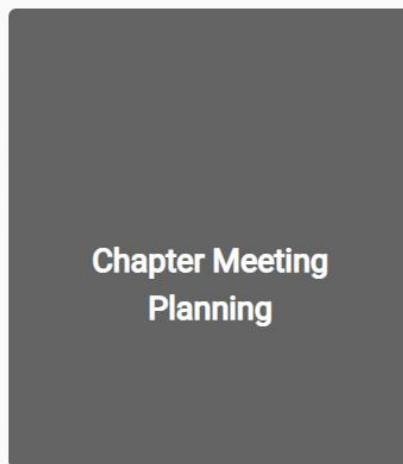# Sharing Our Success (SOS) | Professional Development

https://www.td.org/chapters/clc/sos

Monthly Meetings

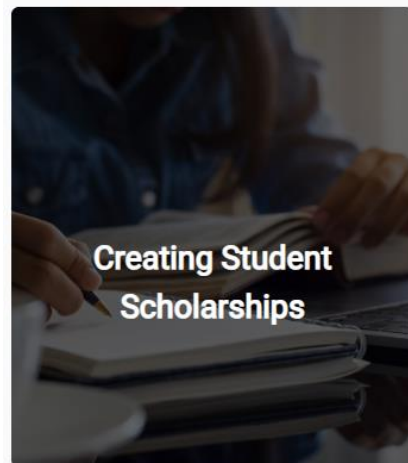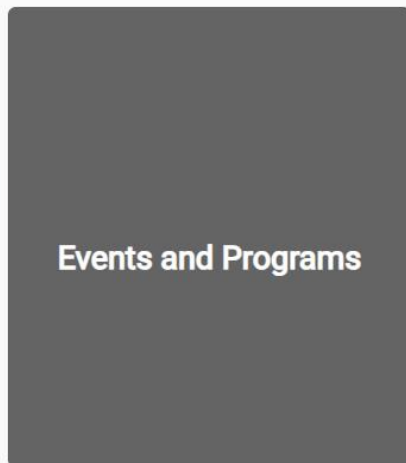Chapter Awards and Recognition

Chapter Meeting Planning

Certified Professional in Talent Development (CPTD)

Mentorship Programs

Creating Student Scholarships

Events and Programs

Chapter Conferences

Special Interest Groups (SIGs)

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SOS Professional Development Examples

Monthly Meeting	Chapter Conferences	Chapter Meeting Planning	CPTD
CHICAGOLAND CHAPTER: Coffee & Connections: A Monthly Virtual Networking Event, 2023	GREATER ATLANTA CHAPTER: Developing a New Normal for Talent Development Conferences—Going Hybrid With Whova, 2022	HOUSTON CHAPTER: Using a Data-Driven Process to Design Chapter Programming, 2023	CENTRAL MASSACHUSETTS: A Flexible Model for CPTD® Preparation, 2024
Events & Programs	**Chapter Awards and Recognition**	**Special Interest Groups (SIGs)**	**Mentorship Programs**
ROCHESTER CHAPTER: DEI Initiative, 2022	KANSAS CITY CHAPTER: Excellence in Practice Awards, 2023	MARYLAND CHAPTER: Developing a Community of Practice, 2022	NORTH DAKOTA: Virtual Peer Mentoring Groups, 2020
Creating Student Scholarships			
GREATER ATLANTA Chapter: Creating a Chapter Internship Opportunity for Collegiate Students, 2021			

Toolkits/Resources (CLC)

Resource	Description / Why	Questions to answer
ATD Certification Toolkit	Serves as a guide for chapters to support CPTD and APTD certifications and enhance chapter membership value.	• What create a study group? • How do we get started? • What resources are available? • How do we create a study group plan?
Chapter Interest Group Toolkit	Provides a guide on how to establish special interest groups (SIGs) and geographic interest groups (GIGs) within your chapter as well as manuals, samples, and best practices from your fellow chapters.	• What types of interest groups to create? • What are best practices in forming an interest group? • How do we publicize an interest group?
Developing a Chapter Awards Program Toolkit	Assists chapters in development and implementation of an awards and recognition program.	• What steps do we take to establish an awards program? • What should we consider in selecting recipients and presenting awards?
Maximize Chapter Value While Minimizing Costs	Provides tips to help chapters to remain relevant, cut costs, and attract and retain their members to not only survive, but thrive in any economic climate.	• What role does programming play in maximizing value for members? • How can we minimize costs while providing valuable programming?
Webinar | Leader Connection Hour: Easy & Quick Programming Ideas to Engage Your Members	Chapter leaders discuss quick and easy ideas to fill the chapter's programming calendar as well as best practices and new ideas to jumpstart chapter programming	Multiple Resources: • Create Your 6-Month Programming-in-a-box • Event Lead Time Tracker • Membership Survey Job Aid • Membership Survey Sample Questions

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Chapter Leader Community (CLC)

Learn | Share | Succeed

Find a topic quickly with the short links map or use the navigational sections below. Questions, view the chapter leader FAQs.

Updated Chapter Logos, Templates, and Branding Guide Available Now

During ATD's Annual Membership meeting, Tony Bingham announced that **ATD is changing its logo colors—to blue and green.** Updated materials are now available to chapters, including updated logos, templates, and a new branding guide. **Chapters have one year, until May 15, 2025 to transition to the new brand.**

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Chapter Webinars

Chapter leaders are invited to attend these webinars that focus on leadership and management.

Upcoming Webinars

CARE Office Hours

ATD Chapter Services will be hosting drop-in office hours to answer any questions you might have regarding your chapter's CARE submission or the new CARE survey platform. Register ahead of time to block time on your calendar! Please find the schedule and access links below:

https://www.td.org/clc/chapter-webinars

Chapter Leader Webinar Recording Archives

View Previous Webinar Recordings Here!

Recent Chapter Leader Webinars

Missed our latest webinar? No problem! You can watch the recording below. For additional insights, be sure to browse our [Chapter Leader Webinar Recording Archives]

PANEL DISCUSSION

Programming

Welcome Panelists!

Harriett Pritchett, M.Ed, CPTD

Home Chapter: Houston

Current Role: President
Past Role(s): President Elect, VP Programs

Callan Swaim

Home Chapter: New York City

Current Role: President
Past Role(s): President Elect, VP Programs

Cole Horton, MBA, SHRM-SCP

Home Chapter: Central Iowa

Current Role: President Elect
Past Role(s): VP Membership

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LARGE GROUP DISCUSSIONS

Programming

WHAT IS YOUR VISION FOR YOUR CHAPTER'S PROGRAMS AND EVENTS?

HOW CAN YOU ENSURE THAT YOUR PROGRAMS ALIGN WITH THE NEEDS AND INTERESTS OF YOUR MEMBERS?

WHAT ARE YOUR STRATEGIES FOR EVALUATING THE EFFECTIVENESS OF YOUR PROGRAMS AND MAKING NECESSARY ADJUSTMENTS?

ANY QUESTIONS TO DISCUSS?

Q&A