



## TECHNOLOGY COMMITTEE

### VC of Technology Initiatives

#### VISION

Ensure sustainability of the PWH organization through technology initiatives

#### CHARTER

Review and prioritize initiatives including analyzing new technology feasibility and strategic alliances to grow the organization and increase member value. Work across PWH committees to develop and leverage best practices across the organization. Provide ad-hoc support and guidance to the Committees and Board as needed

#### PRIMARY DUTIES AND RESPONSIBILITIES *including the following, other duties may be assigned:*

- Act as liaison between the Technology committee and all other committees
- Maintain list of requests and priorities for each committee
- Communicate status updates and coordinate due dates of requests with each committee
- Maintain list of all technologies that PWH uses
- Create and maintain any collateral materials that explains what technologies PWH uses
- Identify and manage committee members
- Schedule monthly calls, or as needed, with committee members
- Communicate status, issues and successes with committee chair
- Work with committee chair to establish SOP's as required by PWH® if not currently in place
- Attend committee calls
- Abide by and promote the PWH® mission and core values
- Engage support from employer

## TIME COMMITMENTS

- Attend PWH Board meetings
  - January
  - August
- Approximately 4-5 hours per month