

**Leading the
Chapter We
Love:
A Look at being
PMI Mile Hi
Board member**

February 2026



Introductions

We are glad you are here!



James McCoy-Mile Hi Chapter President

Sue Kober-Mile Hi Chapter Elections Director

Please introduce yourself:

- Name
- Why did you join today?

Introduction to the [PMI Mile Hi Chapter](#)

*We make a living by what we
get, but we make a life by what
we give.*

Winston Churchill



Session Outcomes

Description of the four open elected position

Learn about these elected position responsibilities

Introduction to the Election Process

Election Timeline and Key Dates

Candidate Expectations

Questions & Answers



Vice President of Finance

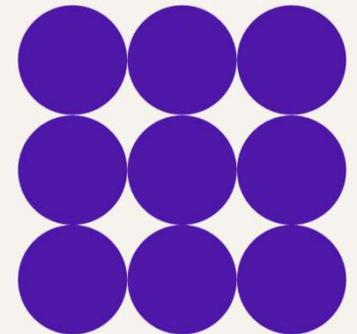


The Vice President of Finance shall oversee the financial policies, compliance with legal requirements, budgeting, and management of funds for duly authorized purposes of the Mile Hi Chapter. The Vice President Finance position is bonded and fully cooperates with an annual review.

Directors who report to and collaborate with the VP of Finance

- Executive Director Finance Operations
- Director of Compliance & Internal Relations
- Director of Operations
- Director of Budgets & Forecasting

(Approx. Time Commitment: up to 30 hours per month)



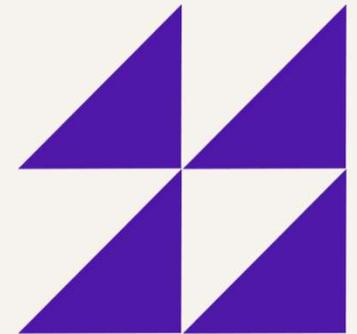
Vice President of Membership



The Vice President of Membership plays a crucial role in fostering engagement, promoting collaboration, and enhancing the membership experience within the PMI Mile Hi Chapter. This position is responsible for overseeing various membership programs, facilitating communication between different stakeholders, and driving initiatives to support the growth and satisfaction of chapter members.

Directors who report to and collaborate with the VP of Membership

- Executive Director
- Director of New Member Orientation
- Director of Job Opportunities
- Director of Networking
- Director of Membership Events
- Director Military Outreach
- Director of Mentoring
- Director of Volunteers
- Director of PM Day of Service
- Director, Women Connect



(Approx. Time Commitment: up to 40 hours per month)

Vice President of Marketing



The Vice President of Marketing manages the chapter's brand and assists with raising awareness of the PMI brand within the territory. This VP is responsible for chapter marketing through various online channels, including social media, newsletter, targeted emails, videos as well as through events. They will develop and execute an integrated marketing program to support member acquisition, member retention, event promotion, program promotion, and other related activities that align with the chapter's objectives.

Directors who report to and collaborate with the VP of Marketing

- Director of Newsletters
- Director of Email Management
- Director of Website
- Director of Graphic Design
- Director of Video

(Approx. Time Commitment: up to 40 hours per month)



Vice President of Technology



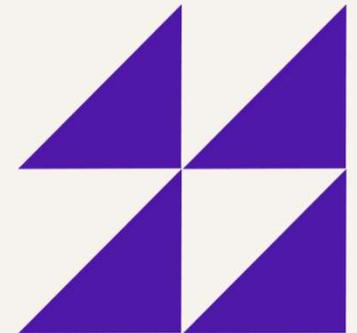
The Vice President of Technology is responsible for all aspects of chapter technology including acquisition of technology, support/maintenance of technology, data analytics, technology governance, web administration duties, cyber security, and long-range and annual planning of technology in accordance with any current or future PMI procedures and guidelines.

Directors who report to and collaborate with the VP of Technology

Director Virtual Meetings

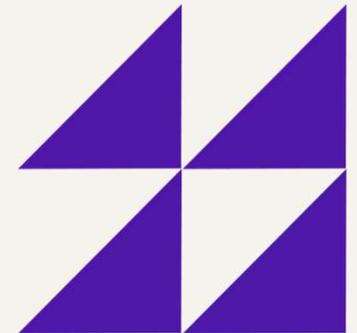
Director Web Services

(Approx. Time Commitment: up to 30 hours per month)



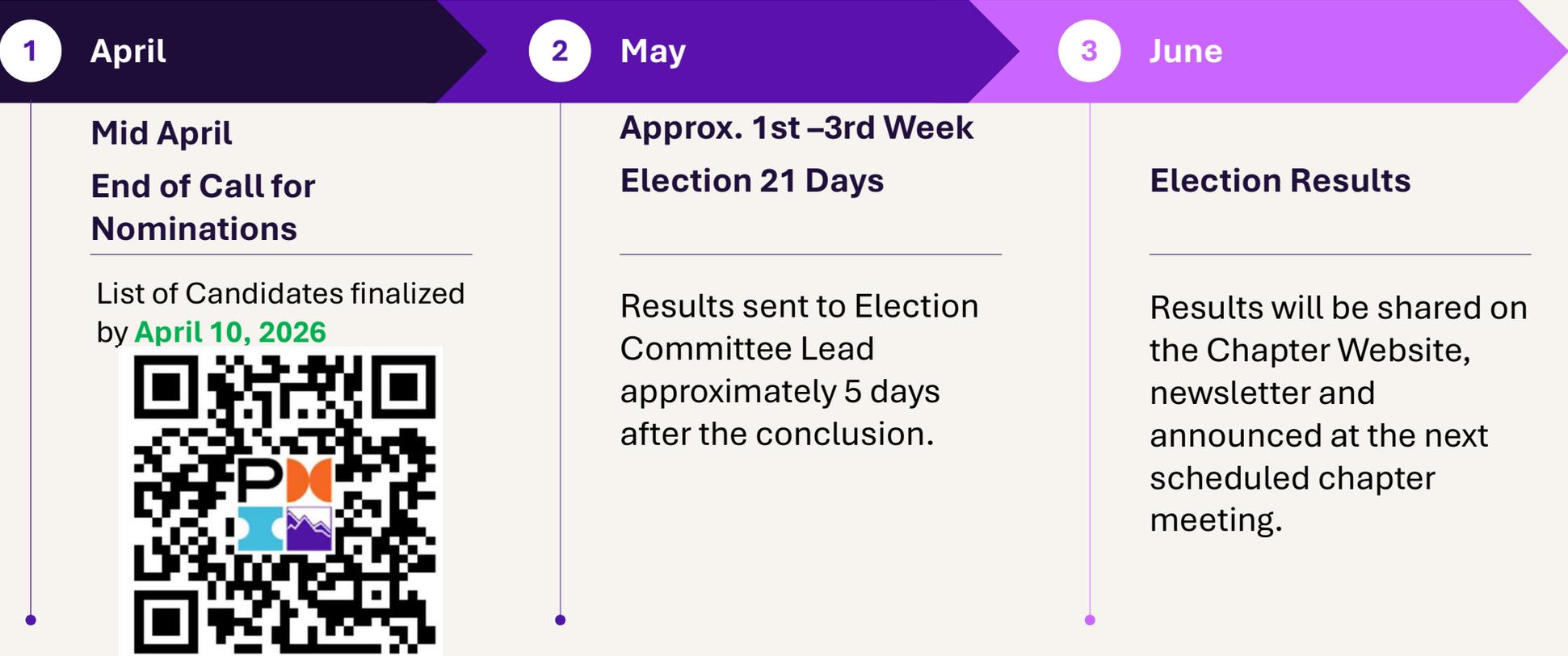
Typical Operating Protocols

- Board Members serve a 2-year term; and can serve up to three terms.
- Board Meetings once per month- usually virtual, in person once or twice a year
- Board Members enjoy attending functions, such as Symposium, WPM, Networking, etc... though not a requirements
- Board Members meet with their Directors once a month
- The goal is fun & easy!



Election Timeline

ALERT: Call for nominations will be announced by mid-March.



Details can be found on the website.

Election Participation



You are interested in running, please provide the following information by **Friday, March 27, 2026** via email to Sue Kober at elections@pmimilehi.org

FIRST NAME
LAST NAME
CREDENTIALS
PMI Membership #
POSITION you wish to be a CANDIDATE FOR
EMAIL ADDRESS
CELL PHONE

Candidates will be required to submit the following information for the Ballots; by **Wednesday April 8, 2026, via email** to Sue Kober at elections@pmimilehi.org

1. Photo of yourself- **Photos in JPG format at least 300KB /100 x 200**
2. Essay (250 words or less NOT MORE) Essay Requirements: you will be asked to submit a written essay to include:
 - a. Your Name; running for XXX Position
 - b. Related experience to position
 - c. Mile Hi Chapter/PMI involvement
 - d. What are the two most important goals for <position you are a candidate> in the next two to three years?

The “election” will run from May 5th to May 28th, 2026

IMPORTANT INFORMATION

ACTION ITEM!!!

Electronic “Election Ballots” will be sent from PMI GLOBAL using your PMI Membership information on file as of April 1st, 2026

Now is a good time to update your profile and make sure your contact email is correct to ensure you receive your ballot!



Questions



If you have any questions and/or are interested in standing for the election, please contact Susan Kober at elections@pmimilehi.org

