

Committee Charge	Support the creation of an international event that provides relevant and timely educational programming while also facilitating meaningful, high level networking for peers in the industry.	
Committee Goals & Responsibilities	<ul style="list-style-type: none"> • Determine educational topics that will equip attendees with information, knowledge, and expertise across all phases of their career in the vacation rental industry • Support conference programming via suggestion of ideas and review of the yearly European Conference Call for Speakers • Provide input on and research ideas for engaging and entertaining attendee networking activities • Access and monitor the ongoing effectiveness of the European Conference education and networking activities • Provide recommendations for cities to explore for future conferences. Review proposals and recommendation from staff for future locations to make a recommendation to the board for approval. 	
Committee Composition	The European Conference Committee is comprised of a chair, vice chair (recommended but not required), and additional members as deemed necessary by the chair to complete the work of the committee – recommended size is maximum 10 volunteers.	
Membership Term	All committee members serve a two- (2) year term and are eligible for reappointment. There is no limit as to the number of terms any committee member may serve; however, those interested in returning for an additional term of service must complete the standard committee application form to indicate their interest and to inform the sitting committee chair of the compelling reasons why continued service is desired. Terms run May 1 through April 31.	
Expected Commitment	The European Conference Committee meets monthly by conference call and in person at the European Conference. Time commitment is 4-5 hours per month (approximate). Meetings and conference calls are scheduled on an as-needed basis throughout the year to discuss timely projects and tasks. Committee members are expected to participate in all scheduled conference calls. If, for any reason, a committee member is unable to participate, it is required that they inform a staff liaison in advance. If there is a consistent lack of engagement, separation of the committee from the individual may be considered and decided upon by the chair. No substitutes are permitted.	
Selection & Appointment	Committee members are selected by the chair. The chair and vice chair are appointed by the board president. Committee member selections are approved by the chair. There shall be not more than one committee representative per company.	
Committee Requirements	<p>Committee members must:</p> <ul style="list-style-type: none"> • Express a desire to serve, with a special interest in membership • Be able to carry out the work of the committee • Support and advance VRMA’s mission • Be active in the vacation rental industry • Have the ability to work well with others 	<ul style="list-style-type: none"> • Make the necessary time commitment • Be a VRMA member in good standing • Attend and actively participate in conference calls and in-person meetings <p>In addition to the qualifications listed above, when possible, the chair shall have served as vice chair or a member of the membership committee within the last two (2) years.</p>
Roles & Authorities	<p><i>Engagement:</i></p> <ul style="list-style-type: none"> • European Conference <p><i>Makes recommendations (to the board):</i></p> <ul style="list-style-type: none"> • New educational offerings • Future venue locations 	<p><i>Provides input:</i></p> <ul style="list-style-type: none"> • Conference content development • Entertainment and networking activities <p><i>Monitors:</i></p> <ul style="list-style-type: none"> • Educational content effectiveness

- Entertainment and networking activity success

Staff Liaisons

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