

VOLUNTEER TO BE A KFTC LEADER

You can play an important role in building your local chapter in the coming year. Please note that over the next year, as KFTC moves through our Organizational Change Initiative (OCI), these committees are likely to change and evolve. We'll be in active conversation about those changes and evolutions as we move through them. Thank you for leading us through this important transition!

1. Steering Committee Representative and Alternate

Each chapter selects a representative and alternate to serve on KFTC's Steering Committee. This is the statewide board that makes decisions about KFTC's budget, policies, strategy and long-term direction. **One person from each chapter must attend each Steering Committee meeting.** An individual can hold the chapter Steering Committee Representative office for no more than three one-year terms (serving as an alternate does not count toward the three years).

Before COVID-19, these were held in-person, in different locations across the state. Two of these meetings included an overnight stay. Right now, KFTC is holding meetings virtually over Zoom. Generally, the Steering Committee meets six Saturdays and six Wednesdays a year, but 2021 and the start of 2022 are likely to require a bit more in terms of meetings because of the OCI and ELT (Executive Leadership Transition) process. The first four meetings for the incoming Steering Committee are scheduled for Wednesday 9/1, 8-9:30 p.m. eastern and Saturday 9/11 from 10 a.m.-2 p.m. eastern, then November 3 and 13. The new Steering Committee will work out its meeting schedule for the next year in their first two meetings. When in-person meetings resume, members can request reimbursement for driving to these meetings.

2. Chapter Membership Coordinator(s) (Chapters can appoint one person or a team.)

As membership coordinator, you will be involved in planning and carrying out activities to recruit, renew, and continually engage the chapter's membership. You help other members get excited about asking people they know to join KFTC or renew, and keep the chapter focused on meeting its membership goal. The membership coordinator works closely with the fundraising coordinator to plan events and projects that build and deepen KFTC's membership, energize the chapter and raise funds to support KFTC.

3. Chapter Fundraising Coordinator(s) (Chapters can appoint one person or a team.)

Each chapter must raise at least \$500 a year for KFTC. The fundraising coordinator leads the effort to raise this money and develop local events that reflect the creativity and diversity of the chapter. Examples include potluck dinners, musical events, car washes and more. They also help identify local donors and participate in asking them to support KFTC. The fundraising coordinator gets others excited about fundraising and helps recruit volunteers to reach out to all chapter members during KFTC's fall fundraising campaign. The fundraising coordinator works closely with the membership coordinator to plan events and projects that build and deepen KFTC's membership.

4. Chapter Communications Coordinator(s) (Chapters can appoint one person or a team.)

This person will help the chapter think creatively about how best to communicate with local members and the broader public about our issues and organization. They can be responsible for sending frequent updates about your chapter's activities to KFTC's newsletter, website, email list and social media accounts. They also help the chapter make the best use of local media and other creative methods to get the word out about chapter meetings, issues and activities

KFTC's statewide committees need your active leadership!

Each chapter is asked to nominate *at least* one person to serve on *at least* one statewide committee. Feel free to nominate yourself! All nominations will be considered by the Leadership Development Committee. Please note that over the next year, as KFTC moves through our Organizational Change Initiative, these committees are likely to change and evolve. We'll be in active conversation about those changes and evolutions as we move through them. **New committee assignments will be finalized and begin in September 2021. All in-person KFTC meetings where votes are taken will be virtual or will include a virtual option until COVID restrictions are lifted.**

- 1. Personnel Committee:** Participates in staff hiring processes, annual staff performance evaluations, and manages the annual evaluation process of the executive director. Provides guidance and makes recommendations about personnel policies and issues. Meets as needed, primarily by conference call.
- 2. Finance Committee:** Reviews budget reports and financial statements and makes recommendations related to the annual budget, financial management policies and major financial decisions. This committee also helps review and report on KFTC's audit. Generally meets by conference call every other month.
- 3. Leadership Development Committee:** Develops, evaluates, and helps to implement KFTC's leadership programs, including workshops, leadership development projects, and KFTC's Annual Meeting. Nominates people to serve on statewide committees and offices. Meets in person when needed, but generally meets virtually throughout the year as needed, with at least one or two meetings a month through the spring and summer for Annual Meeting preparation.
- 4. Land Reform Committee:** Develops and implements KFTC's work focused on protecting our land, air, water, and people, especially from extraction of fossil fuels. Meets by email, video, or phone, and occasionally in person.
- 5. Economic Justice Committee:** Develops the strategy and priorities for KFTC's economic justice campaigns, especially progressive tax reforms, budget justice, wages, and safety nets including healthcare and housing. Meets monthly by video call, and communicates as needed by email in between meetings.
- 6. New Energy and Transition (NET) Committee:** Develops strategy and priorities for KFTC's campaigns for clean energy, equity, climate justice, and just transition in Kentucky. The committee meets face-to-face at least once a year, and has monthly meetings by video/phone.
- 7. The Racial Justice Committee:** will help ensure the organization is incorporating racial justice and anti-oppression into our work and strategies. Their work will include educating the membership on racial justice issues, coordinating education and skill-building opportunities, and ensuring that racial justice principles are applied to all areas of KFTC's program. The committee meets in-person periodically and via video conference throughout the year. All committee members are encouraged to participate in ongoing anti-racist education and skill-building.
- 8. Voter Rights Strategy Team (VRST):** Develops strategy and coordinates efforts for KFTC's work on restoring voting rights of Kentuckians with felonies in their past and other issues related to building up Democracy in Kentucky. Our primary focus is on passing a constitutional amendment for voting rights, but the team advances other issues like mail-in voting, early voting, automatic voter registration, fair redistricting, and more. People who have lost the right to vote themselves are especially encouraged to join the team. On average, this committee meets every 2 months by zoom, and less frequently in person.

9. Litigation Team: helps KFTC engage in strategic litigation that supports our organizing goals. The team evaluates requests to join litigation and makes recommendations to the Executive and Steering Committees about potential new litigation. Experienced leaders with long-term investment with KFTC are ideal. The team has conference calls as needed and uses email regularly. If there is no active litigation, this team does not meet.

Open invitation to members of color: KFTC People of Color Caucus

The KFTC People of Color Caucus is a warm and affirming cultural space for KFTC members who self-identify as Black/African American, Indigenous, and People of Color (Latinx, Asian, Pacific Islander, Middle Eastern, etc.) to debrief, grieve, heal, and build community together. While the caucus is still solidifying its purpose, our current meetings are devoted partially to building relationships and supporting one another, and partially to discussing specific ways that KFTC can serve as a powerful, intersectional, multiracial anti-racist statewide organization.

The Caucus is currently working to strengthen our role and processes - including a more fleshed out plan for how we want to move together within KFTC so that our collective voice is represented. If you identify as Black/African American, Indigenous, or a Person of Color—we would love for you to join us in forming our clear, collective voice.

Right now, we communicate over email and meet virtually once a month. If you would like to be added to the email list and monthly calls, please contact mbhardwaj225@gmail.com, or let your local chapter organizer know.