

Volunteer Areas of Expertise You can Make an Impact

Organizational Leadership

Opportunity	Purpose	Main Activities Involved
Ontario Council	Governance of the Institute with the fiduciary and leadership responsibilities, as well as additional regulatory responsibilities.	<ul style="list-style-type: none"> ▪ Meetings ▪ Committee Work ▪ Participation in projects ▪ Representation externally
Chapter Council	<p>Responsible for presence in a defined geography, support to members, advancement of profile of professional management consulting.</p> <ul style="list-style-type: none"> ▪ Implements Ontario and National strategies while developing local opportunities. ▪ Develops a plan and budget for the year and ensures project team leaders are in place for major initiatives. ▪ Manages and executes a work plan. 	<ul style="list-style-type: none"> ▪ Meetings ▪ Committee work ▪ Recruiting others ▪ Organizing projects ▪ Representation externally
Local Network Chair	To provide local contact for the organization and encourage networking and professional development amongst the CMCs and management consultants	<ul style="list-style-type: none"> ▪ Make personal contact with CMC members to identify their strengths and interests and offer support ▪ Develop and maintain relationships with other professional associations to generate joint professional development opportunities ▪ Organization of two-three events a year ▪ Assist in/support campaigns and projects undertaken by Ontario and/or CMC-Canada

Subject Matter Leader/Expert

Opportunity	Purpose	Main Activities Involved
Presenter	Shares expertise to meet learning objectives for participants, must have presentation skills, can be seminar or webinar format.	<ul style="list-style-type: none"> ▪ Propose a topic and do a promotional write-up ▪ Develop a presentation ▪ Deliver engaging content ▪ Answer questions and interact with audience
Writer	Shares tips and techniques on a subject of expertise. Must be a sufficiently good writer.	<ul style="list-style-type: none"> ▪ Proposes topic ▪ Write articles ▪ Suggest a graphic or image to accompany (sources provided) ▪ Posts article ▪ Responds to comments
Video Tipster	Shares tips and techniques on a subject of expertise – through short video clips	<ul style="list-style-type: none"> ▪ Proposes topic ▪ Develops Tips ▪ Is recorded ▪ Helps respond to viewer comments and questions
Blogger	Share point of view and personal experience in a short essay. Must be a sufficiently good writer.	<ul style="list-style-type: none"> ▪ Pick a topic related to management consulting ▪ Write the blog ▪ Suggest a photo (sources provided) ▪ Respond to comments on own posts

Facilitator/ Sharing Experience/Mentoring and Knowledge Transfer

Opportunity	Purpose	Main Activities Involved
New Member Contact	To help a new member feel welcome by reaching out and making a connection	<ul style="list-style-type: none"> Background review of new member Phone call at minimum May attend a CMC event together
Facilitator	By hosting and managing a discussion, allows insights and experience to be drawn out from and shared amongst participants	<ul style="list-style-type: none"> Vet topic choice Help publicize event Help group discuss a topic productively Thank all participants in follow up
Mentor	More formalized advice and support to new members	<ul style="list-style-type: none"> Be matched to a mentee Meet regularly, listen and ask good questions prompting learning Share experience and wisdom Assist practically if possible
Speed mentoring	Participation with other management consultants in a round of contacts between students	<ul style="list-style-type: none"> Liaison with the school Organizing other consultants Actual event
Student Liaison	Presentations on consulting to student classes, or panel participation	<ul style="list-style-type: none"> Liaise with the school of management Develop presentation from template or on a focused topic Present and answer questions from students about getting started in consulting

Organizing/Networking

Opportunity	Purpose	Main Activities Involved
Organizer Team Member: Events: <i>Social</i>	Opportunity to work with others to organize a social event	<ul style="list-style-type: none"> Logistics and set-up Greeting people on site – being that friendly host!
Organizing Team Member: Events; <i>Professional Development</i>	This role brings professional development to our community and the market. Opportunity to work with others to organize a professional development in-person event.	<ul style="list-style-type: none"> Pick a topic and help source resource person Review of the promotional material and draft presentation with the presenter Assistance in promotion through own social media Assistance in logistics with the venue Thank you to the presenter and the national office team for their assistance
Organizer and Host <i>Webinar</i>	This role brings professional development to our community and the market. It entails helping in the selection of a topic and the sourcing of a presenter, preparation of a webinar event and being the moderator introducing the speaker and handling questions	<ul style="list-style-type: none"> Pick a topic and help source resource person Facilitate message shaping, coaching of speakers and development of content for online media Review of the promotional material and draft presentation with the presenter Assistance in promotion through own social media On-line management of the webinar the day of Thank you to the presenter and the national office team for their assistance

Influencing and Advocating for the Profession

Opportunity	Purpose	Main Activities Involved
Advocacy Volunteer	Assists with advocacy on issues of importance and relevance and helps ensure a continued ethical, professional, and vibrant consulting profession	<ul style="list-style-type: none"> ▪ Help identify and decide advocacy focus with others ▪ Develop message and outreach strategy ▪ Meet with decision makers ▪ Network with related professionals as needed ▪ Keep others informed
CMC-Representative and Champion	Assists us to reach the constituencies of other professional organizations and also plays a key role in information events <ul style="list-style-type: none"> ▪ Introduction to Management Consulting Information Session ▪ About obtaining your CMC Information Session 	<ul style="list-style-type: none"> ▪ Work with leadership to identify groups, networks, associations, and conferences ▪ Contact and offer a session of interest ▪ Work with presenter to ensure relevance to audience ▪ Help follow up

Building Work Experience (Students, Job-Seekers, and Young Professionals)

Opportunity	Purpose	Main Activities Involved
Event Communications Team member	Helps get the event into various media	<ul style="list-style-type: none"> ▪ Developing a strategy for the target group ▪ Posting on social media ▪ Keeping the online dialogue going (being responsive)
Tech-savvy Subject Matter Expert	Helps research specific topics and questions to	<ul style="list-style-type: none"> ▪ Receives questions ▪ Reviews and selects resources and access to guidance (reference sites, discussion, blogs and articles) ▪ May write articles

Supporting Certification for Aspiring Consultants

Opportunity	Purpose	Main Activities Involved
Sponsor	Two CMC sponsors are required by each applicant. Sponsors ensure due diligence in the certification process and encourage candidates through the process	<ul style="list-style-type: none"> ▪ Relates to and gets to know candidate ▪ Examines and signs off both candidate's declaration attesting to experience, and management consulting assignments ▪ Provide candidates with support throughout the certification process
Oral Assessor	Through an interview process, determining the qualification level of a candidate and recommending if attainment of the standards of professional management consulting should be recognized	<ul style="list-style-type: none"> ▪ Liaison with the office ▪ Files review ▪ Collaboration with a second assessor as necessary ▪ Communications with candidate and setting a time ▪ Actual Interview ▪ Report and recommendation

OTHER

Not Consulting-Related but occasional help needed on our Events Team. Family members welcome.

Opportunity	Purpose	Main Activities Involved
Registration Desk /Greeter		
Technical support- In person events	Provides technical support with AV and any recording and broadcast of the event	<ul style="list-style-type: none"> ▪ Arrange sound and video recording during workshops ▪ Control lighting ▪ Coordinate and perform sound checks ▪ Set up and break down ▪ Troubleshoot ▪ Provide recordings
Technical support On line events	Helps the host and the presenter with the online webinar software and manages any glitches	<ul style="list-style-type: none"> ▪ Set up ▪ Check all systems in advance ▪ Orient presenters as needed to the technology ▪ Troubleshoot

Have another way you would like to make an impact?

Contact us at Engage@CMC-Ontario.ca or reach out to one of the members of the CMC-Ontario Council.