



*AHMA-NCH invites you to participate on a Committee!  
Please return this form via email to [info@ahma-nch.org](mailto:info@ahma-nch.org)*

## **AHMA-NCH Committee Descriptions**

- Annual Conference & Education** - Coordinates the educational programs for monthly classes & annual conference. Solicits input from membership and Conference planning team. Coordinates events for the Conference including entertainment and keynote speakers. Works with Industry Partners to encourage sponsorship and Expo participation. (5 hours per month January – September)
- Industry Partners** – Reviews services to associate members and recommends new benefits and/or programs. Provides speaker expertise for membership meetings and training programs. Assists in promotion of annual Expo and provides input on format, scheduling, etc. Develops suggestions for sponsorship opportunities and increased participation of Industry Partners in Association activities. (1 hour/month year-round)
- Marketing/Communications Committee** – This team will be in charge of reviewing the website for needed updates. They will initiate press releases, e-news articles, and ensure that branding is consistent. Members of this team will help proof-read any communication issued by AHMA. (1 hour/month year round)
- Finance** – Reviews financials monthly, reports to Board any areas of note, heads Audit activities, oversees annual budget creation. (1 hours/month year-round)
- Membership Committee** – Coordinates membership activity for AHMA, including development of membership campaigns and outreach to prospective members. Provides on-site assistance in membership booth at Annual Conference as well as the Expo. Also reviews existing services available to members and recommends new benefits and programs. (3 hours/month October – February)
- Regulatory Affairs/Tax Credits** – Coordinates and standardizes regulatory forms and property needs with TCAC. (1 hours/month year-round)
- Resident Services** – Coordinates training and Resident Services Roundtable with meetings management.
- Compliance** – Monitors compliance issues and coordinates training and Compliance Roundtable with meetings management.
- Awards** – Reviews criteria for annual Awards for local AHMA and submissions to NAHMA for national awards. Oversees judging of local Industry Award entries and conducts ceremonies during the Annual Conference. (2 hours/month July – September)
- Legislative/Regulatory Affairs** - AHMA-NCH by monitoring current and proposed federal legislation (and regulations if noted) and reporting to the Committee VP and Board of Directors. (4 hours/month year-round)

Committee Application:

Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Company: \_\_\_\_\_

Site \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**Thank you for volunteering!**

*Please return this form via email to [info@ahma-nch.org](mailto:info@ahma-nch.org)*

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