



GUIDELINES FOR DANCE PARADE COMMITTEE MEMBERSHIP FY 2010

Committee work entails far more than showing up at meetings: committee members are each expected to participate in the planning and execution of at least one goal of a committee's business plan. It's a lot of hard work, but the rewards can be great—increasing your professional standing and visibility, improving your knowledge base, strengthening professional and personal friendships, not to mention the satisfaction of maintaining and upgrading the high standards that Dance Parade represents to the international dance Community.

With the honor of the work comes the responsibility of being the very visible representative of a respected non-profit organization. For the good of the organization, committee members must abide by certain precepts. The principles below constitute the general responsibilities, obligations and instructions that govern the work of all of our committees. By accepting the appointment to a committee, you agree to abide by these principles. The Executive Committee and your committee's chair or chairs will work with you to help you achieve these goals as effectively as possible.

SUMMARY OF RESPONSIBILITIES:

By taking on the responsibility of a membership in a committee, members agree to:

- 1.) **Further Dance Parade's Mission:** "Dance Parade exists to promote dance as an expressive and unifying art form by showcasing all forms of dance, educating the general public about the opportunities to experience dance, and celebrating diversity of dance in New York City by sponsoring a yearly city-wide dance parade and dance festival."
- 2.) **Dance Parade's Values:** Achieving our mission requires great people who are bright, creative, and energetic, and who possess the following values:
 - * Integrity and honesty
 - * Team players
 - * Willingness to take on big challenges and see them through
 - * Selfless, positive attitude, committed to personal excellence
 - * Passion about Dance and enhancing the lives of people in our communities
 - * Accountable for commitments, results, and quality to Dance Parade performers, sponsors, government and staff.
 - * Promoting innovation
 - * Embracing others' differences with respect
 - * Delivering excellence
 - * Communicating openly and often
- 3.) **Be Available:** As an all-volunteer organization, Dance Parade recognizes the needs of its staff to attend to personal and job matters however, committee members agree to participate in meetings and conference calls to the best of their ability, and to be available by email and by phone for planning purposes.
- 4.) **Actively participate in planning and preparation:** Committee members will participate in planning and implementation sessions to the maximum extent possible to develop and execute committee's work for the year.
- 5.) **Confidentiality:** To protect the integrity of Dance Parade's organization by keeping confidential sensitive information pertinent to Dance Parade's financial, strategic or personal information.
- 6.) **Avoid Conflicts of Interest and Personal Inurement:** To satisfy our obligations to the public and IRS as a 501©3 charity, volunteer work should be done without expectation of personal benefit or financial gain
- 7.) **Allow Ownership of created materials to stay with Dance Parade Inc:** All information and contacts gathered by DP staff is to be shared appropriately. All images and artwork created as a volunteer is to be stored in a central location for multiple use.

A member's failure to adhere to these responsibilities can result in his or her dismissal from the committee.

AGREEMENT TO ABIDE BY COMMITTEE GUIDELINES:

I have reviewed the document titled "GUIDELINES FOR DANCE PARADE COMMITTEE MEMBERSHIP FY 2010" and agree to abide by all of its terms.

Signed: _____

Address: _____

Name / Date: _____

Committee Name: _____

Phone: _____

Best Available Meeting Day/Time: _____

Email: _____