**NAMI Grand Rapids Area**

**Education Services Committee**

**General Description**

The Educational Services Committee shall be a standing committee of NAMI Grand Rapids Area. The Educational Services Committee primary focus shall be to establish, coordinate, and plan educational services, to create and promote an awareness of mental illness.

**Composition**

The chairperson (or co-chairs) shall be a NAMI board member and appointed annually by the board president.

The committee shall have a minimum of three persons recruited by the committee for a one -year renewable term.

**Meetings**

The committee shall meet as often as necessary to conduct responsibilities, but not less than quarterly, throughout the year.

**Responsibilities**

* Plan and execute monthly NAMI education meetings (brainstorm topics and obtain guest speakers)
* Plan and coordinate special events such as:
  + May Mental Health Month events
  + October Mental Illness Awareness Week
  + NAMI Walk
* Recruit new instructors to teach NAMI courses and workshops
* Obtain NAMI educational materials/resources and disseminate and or make available to membership and board members.

Approved 1/19/2016