

New to HI Committees?

6 Steps to Success



Review
Committee
Handbook for
Logistics and
Best Practices

1



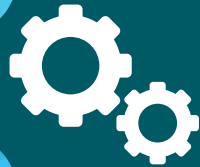
Get Connected
to the Monthly
Newsletter
HI Wire

2



Review List of
Committees
Seeking Members
to See Where
Support is Needed

3



Volunteer Time and
Expertise.
Be Mindful of
Bandwidth

4



Ask Questions
When Needed

5



Attend Training On
HI Standards and
HI Processes When
Possible

6



The HI Committee Handbook was created by HI Staff and Technical Affairs Volunteers to ensure proper coordination of publications. The sections below should be reviewed to properly prepare you for committee leadership



Sections on HI Staff Contributions:

- 5.2
- 5.4
- 5.5.1



Sections on Production Timelines and Deliverables:

- 4.2.1
- 4.3



Sections on Vice-Chair Selection and Committee Member Responsibility:

- 5.1
- 5.2
- 5.3.1



Sections on Committee Meeting Guidance:

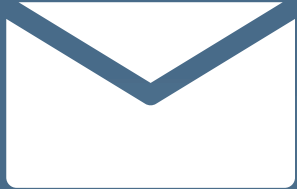
- 6.1
- 6.2
- 6.4
- 6.5
- 6.6
- 7.1.1



Sections on Project Management Guidance:

- 4.2.1
- 5.1
- 5.2
- 6.3
- 6.8

Additional Recommended Steps



Get Connected with HI Wire
Newsletter for Updates on HI
Committee Work

[Get Connected](#)



Review Committee Page on
Website Including Best
Practices for Microsoft Teams

Go to: [Committees](#)



Attend Training Webinars/
Sessions When Possible to
Remain Up to Date

Go to: training.pumps.org



Attend In-Person Conferences
for Networking and Committee
Participation Opportunities

[See Upcoming Conferences](#)