

ChaptersConnect



MAY 2018

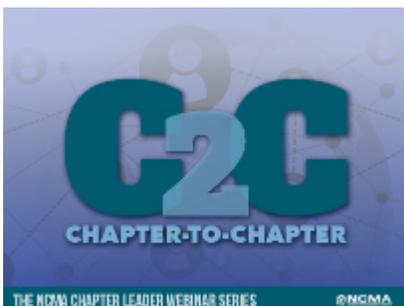


To ensure NCMA continues to expand and create new opportunities for contract professionals, the association has identified the need to articulate what core idea unifies its members and chapters, as well as better understand the ways in which the association can serve them. As you probably already know by now—from the survey invitation to all members that went out earlier in May—we have partnered with [Barkley](#), a professional brand strategy agency, to help us reach this goal.

A key element in this process is working with you, our chapter leaders, to ensure your point of view is included in NCMA's strategy for the future. We are looking for chapter leaders who are willing to participate in an online discussion board moderated by a Barkley strategist, any time, **Wednesday 5/16 through Thursday 5/17.**

The online discussion board is set up with 5 "activities", each containing a handful of questions designed to get to the core of your NCMA experience. In total, your participation may take around 45-60 minutes, but you can leave and return to the board at any time within the 48 hour open session. If you are interested in participating, please [click here](#) to create your user profile and access the discussion board. This discussion board is hosted on a tool available through Barkley—it is not housed within the NCMA website.

Thank you in advance for your input!



Join us on Wednesday, May 23, 2018 for a re-launch of the C2C Chapter Leader Webinars. This month's webinar will feature updates from the Chapter Development Committee (CDC) and other important news from National headquarters.

12:00 - 1:00 PM (Eastern)
Wednesday 5/23
[Click here to register.](#)

Chapter Leadership

DEADLINE EXTENDED!

CALLING ALL CHAPTER TECHNOLOGY GURUS

Summer CHAPTER LEADER SUMMIT 2018 CLEVELAND

Are you the technology guru for your chapter? Can you identify one specific tool/new technology that you have successfully implemented to improve how your chapter functions? We are looking for three exceptional chapter leaders to prepare one 10-minute (TED-Talk-style) presentation each to share with other attendees at the [Summer Chapter Leader Summit](#). Questions? Contact Luci Blodgett (Member & Chapter Relations Team Lead), at luci.blodgett@ncmahq.org.

[SUBMIT YOUR STATEMENT OF INTEREST TODAY](#)

CHAPTER OFFICER ROSTER (PY2019)

All chapters must submit their chapter officer roster for the upcoming program year by Tuesday, May 15. Download the roster template from the [Chapter Leader community on Collaborate](#).

CHAPTER OFFICER ONBOARDING

As your chapter officers prepare for the upcoming program year, you may find some of these tools useful for officer installation and onboarding. Has your chapter considered creating a binder of important information to share with new officers? This can be an effective way to make sure your officers are prepared with all the information they need to have a successful year.

[Officer Certificates](#)

[Sample Bylaws](#)

[Installation Script](#)

[Chapter Rosters](#)

[Chapter Guide](#)

[Collaborate](#)



KRISTEN MARCERA,
CFCM, CCCM
President
Finger Lakes Chapter



CHAPTER PRESIDENTS CORNER

Kristen Marcera recently revived the Finger Lakes (NY) Chapter after the chapter had been dormant for two years. Read about her experience, and her efforts to bring her local contract community together in your May issue of CM Magazine. You can also read the full article [here](#).

Chapter Operations

PHISHING ALERT

Unfortunately, chapters are continuing to report that they have been the target of phishing attempts, or email scams. To date, eight chapters have reported chapter presidents and treasurers being targeted.

If something seems "off" about an email you receive, trust your instincts. Several flags which may help you to detect a scam include awkward grammar, a reference to an unknown vendor, or a



strange "from" email address. While the content in these emails have varied, this is an example of one received by one of our chapters:

*Hello [Treasurer],
We have a pending payment in the amount of \$9,986.90 from a new vendor which needs to be processed as a same day wire transfer, I will forward the invoice once it's available.
Thanks, [President]*

For the protection of your chapter, write policies into your bylaws reinforcing a commitment to always confirm requests to transfer funds by telephone, or in person.

Tips from Experian



Member Involvement

ADVANCING PROFESSIONALS AWARD

NCMA's Advancing Professionals Award (formerly the NCMA Top Professionals Under 40 in Contract Management Award) was established in 2012 to recognize the rising stars in the contract management profession under the age of 40. These professionals, who are the future of contract management, come from the ranks of academia, government, and industry. Winners are known as up-and-coming performers and future leaders in the contract management profession and in NCMA.

Applications are due by June 1. View the eligibility requirements and the application form [here](#).

Member Services

NEWS & INFORMATION

Please share the following information with your chapter members in your chapter newsletters, websites, etc.

ANSI Accreditation

The National Contract Management Association (NCMA) is proud to announce that effective April 20, 2018, it was approved as an Accredited Standards Developer (ASD). [Read more](#).

New NES!

NCMA will be debuting a new National Education Seminar (NES) at World Congress in July: **Pricing & Negotiating Commercial Contracts: Government-to-Government & Industry-to-Industry**. This NES will be presented on Sunday, July 22. View the 2018 World Congress agenda [here](#). After its debut at World Congress, this NES will be available for your chapter or company to host locally. Information on hosting an NES is [here](#).

New Webinars-on-Demand

NCMA has partnered with Business Management Daily to provide contract management professionals a series of online training courses on leadership, communications, and negotiations. [Read more](#).

Reminders



CONTRACT MANAGEMENT
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SEIZE THE OPPORTUNITY

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