

EDUCATION COMMITTEE 2026

Chair: Melissa Gambuto, Kristal Sutton, Sheri Levine Members: Rochelle Jackson	Meetings: Region 3 Education Committee meets quarterly. Chapter meetings by phone or in person as needed.
Mission: Support Region 3 Education by providing educational opportunities for IREM members via designation tracks and seminars that promote on-going development for all IREM members.	
Responsibilities: <ul style="list-style-type: none">○ Senior Liaison: Melissa Gambuto○ Act as the Chapter's primary education contact.○ Assure that the Chapter's education staffing needs are met.○ Assure all requirements for courses and seminars are met. Not required to be onsite unless requested.○ Representing Chapter 16 at all RE3 Education meetings.○ Be willing to hold a leadership role. This volunteer must be a current officer, or past president of the chapter, or a former RE3 education volunteer. ○ Course Delivery Co-Chair: Sheri Levine○ Assume duties of on-site representative of RE3 for courses hosted by Chapter 16. This can be one or two weeks, depending on what is requested by the region.○ Secure locations for courses hosted by the Chapter; Assure refreshments are available for faculty and students○ Assist faculty member with registration, course materials, audio-visual needs, snack, etc., as required. Solicit volunteers to assist if needed.○ This volunteer may be a CPM, ARM, Candidate or Associate Member.○ Close out roster. ○ Seminar Delivery Co-Chair: Kristal Sutton○ Serve on the seminar subcommittee to RE3 Education Committee.○ Coordinate all logistics for a half-day or full-day professional seminar in the local area.○ Secure venue and speaker.○ Provide on-site services for the seminar such as registration, course materials, audio-visual needs, snacks, etc., as required. Solicit volunteers to help if needed.○ This volunteer may be a CPM, ARM, Candidate or Associate Member.○ Assist the Course Delivery Co-Chair during IREM courses. ○ General:○ Attend quarterly Region 3 Education Committee meetings.○ Provide information to IAE regarding advertisement of upcoming educational events for inclusion on the website and/or in email communications.○ As requested by Chapter president, speak at membership meetings regarding upcoming events and report on prior activities.○ Submit website articles as requested by Communications Chair.○ Prepare committee goals for the upcoming year. Assess if previous year's goals were met.○ Prepare press releases before and after significant events and send to IAE for editing and submission.○ Give committee reports at Board of Directors' meetings.	

2026 Goals

- *Participate with Region 3 Education as required and communicate education offerings to chapter members.*
- *Committee members are required to physically attend Region 3 meetings and be present on conference calls.*
- *Host two seminars and one private offering and Region 3 designated courses.*

