

## **EAPA Chapter Toolkit**

### **Top 5 Responsibilities of Chapters:**

- 5.** Create networking opportunities that are valuable to those you want to attend (not just routine offerings).
- 4.** Deliver programs with content people want and need (not just content from available speakers).
- 3.** Make sure employers/HR professionals know the value of CEAP and require it.  
*\*Network with these groups and attend their meetings.*
- 2.** Use some tried and true relationship builders. You might stay connected with members and prospective members by:
  - Making welcome phone calls
  - Sending "thank you's" to renewing members
  - Communicating to members that you value their membership and attendance
- 1.** ***Continually ask yourself and your members and non-members, "What can we do that will be of value to you?" Then work hard to deliver it.***