



SERVICE HOUR GUIDELINES

Pages 11 -12 and page 42
In Membership Basics 2014

Activity	Number of Hours	Comment
Chapter meetings	<ul style="list-style-type: none"> Maximum = 2 hours . . .excluding time for socializing and meal consumption 	
Facet Committee meetings (program planning)	<ul style="list-style-type: none"> Actual hours of meeting ...excluding time for socializing and meal consumption 	
Standing Committees Special Committees	<ul style="list-style-type: none"> Actual hours of meeting . . . excluding time for socializing and meal consumption 	
Fundraising	<ul style="list-style-type: none"> Actual hours of meetings to plan fundraiser Actual hours for setting up fundraiser Actual hours for assigned responsibilities Actual hours for clean-up following the fundraiser Ticket sales and ads = maximum of 5 hours 	e.g. . . . pie sales annual fundraising event
Executive Committee meetings	<ul style="list-style-type: none"> Actual hours of meeting . . . excluding socializing and meal consumption 	
Preparation by chapter officers and committee chairs each month	<ul style="list-style-type: none"> Maximum = 3 hours 	
Attendance at Program Activity	<ul style="list-style-type: none"> Actual hours 	e.g. . . Umbrella program activity
Program Service – actual project(s)	<ul style="list-style-type: none"> Actual hours 	e.g. . . Umbrella program event
Other Link Service - time spent working with other organizations in a chapter-approved joint venture. . .benefitting both The Links and the other organization	<ul style="list-style-type: none"> Actual hours 	e.g.Culture Fest
Chapter sanctioned activities	<ul style="list-style-type: none"> Hours as announced 	e.g. . . . Retreats
Webinars sponsored by Area or National	<ul style="list-style-type: none"> Actual time 	

No service hours are earned for attendance at National Assemblies or Area Conferences. The assemblies and area conferences fulfill the one-in-five attendance requirement.

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