

About MASS AWIS

MASS AWIS is the Massachusetts Chapter of the National Association for Women in Science (AWIS), a non-profit organization. Our mission, like the National AWIS, is to support women in all scientific fields and to achieve equity and full participation for women in science, technology, engineering and mathematics (STEM). By breaking down barriers and creating opportunities, AWIS strives to ensure that women in these fields can achieve their full potential.

Benefits of Volunteering

Volunteering is an opportunity:

To expand your network: meet new and exciting people in diverse backgrounds, make important contacts, expand your career options.

For personal growth: build new skills or refine existing skills, gain leadership experience, learn about teamwork.

To give back to the community: support a cause and make a positive impact.

Volunteer Opportunities

Communications Committee

- Manage listserv, website, social media, and external marketing of MASS AWIS events.
- *Time commitment: ~1-2 hrs/week, varies depending on assignment; a few times a year, more substantial time may be required.*

Events Committee (East)

- Plan and execute events, typically held monthly.
- Activities include coordination of speakers, locations, and refreshments, management of registration for the event and interaction with the Communication Committee to market the event.
- *Time commitment: Twice-yearly meetings. Volunteers are expected to participate in organizing 2-3 events/6 months. For each event there will be a small team event planning by phone and email (1-3 hrs/week in advance of event).*

Events Committee (West)

- Organize events in the Worcester metro area. The committee organizes three events in the Fall and three in the Spring.
- Activities include coordination of speakers, locations, and refreshments, management of registration for the event and interaction with the Communication Committee to market the event.
- *Time commitment: Meet as a committee in the Fall to decide on slate of events for coming year. May also meet prior to events if needed. Volunteers are expected to organize 1 event per year and assist with 3 events per year. For each event there will be a small team involved with planning by phone and email (~1-3 hrs/week in advance of event).*

Membership Committee

- Network at local events, helping recruit new members.
- Host table at MASS AWIS event registration to sign up new members and help explain the benefits of membership.
- Help come up with strategy to increase diversity (field of study, career level, and employment sector) and number of members; collect and analyze data on membership.
- Help develop handouts for new members.
- *Time commitment: ~3 hrs/month. Shared responsibility for attending internal and external events and periodical phone meetings to discuss strategy.*

Mentoring Committee

- Manage annual mentoring circle program.
- Activities include mentor and mentee recruitment, application update, circle matching, circle management, resource packet assembling, planning of mentor training events as well as the kick off and end of year celebration events.
- *Time commitment: May-Sept (2-3 hrs/week); Oct-April (2-3 hrs/month).*

Scholarship Committee

- Manage MASS AWIS scholarships.
- Establishing scholarship policies and workflows.
- Solicit and review applications, award scholarships, track awardees to ensure they are getting the most of their scholarships.
- *Time commitment: ~1-2 hours/month but may be more concentrated around application review times.*

Sponsorship Committee

- Cultivate relationships with potential donors to obtain sponsorship in support of MASS AWIS mission and events.
- Maintain sponsor database and ensures appropriate acknowledgement of donations upon receipt.
- *Time commitment: ~2-4 hrs/month. Consistent communication with Events and Mentoring Committees.*

Those interested in volunteering should contact MASS AWIS at membership@massawis.org.