# HR Academies

**Partnership with State Councils**

NHRMA will partner with the AK, OR and WA State Council to:

* Increase partnerships
* Provide additional funding source
* Advance NHRMA’s mission of providing professional development opportunities in the Northwest

**State Council Responsibilities**

* Follow established project plan
* Ensure consistency in curriculum as communicated by NHRMA
* Preserve NHRMA’s branding, by promoting event as a NHRMA event (not joint event)
* Procure local, no-cost speakers that are subject matter experts
* Marketing and promotion of event on website, social media, newsletters, E-Blasts (could be through NHRMA), etc.
* Commitment to sustainability
* Name an HR Academy Liaison with the NHRMA board to work in conjunction with our Professional Development Director
* Procure volunteers as needed for the planning and day-of event
* Manage catering
* Follow and maintain standards of quality as determined by NHRMA

**NHRMA Responsibilities**

* Have a designated position to coordinate HR Academies and perform some central duties
  + Prepare and manage project plan
  + Set up CVENT registration site
  + Manage contracts with venue (hotel, rooms, classroom style)
  + Communicate and ensure curriculum consistency
  + Upload speaker presentations
  + Prepare Save The Day postcard and coordinate mailing
  + Work with Treasurer for accurate financials
  + Establish contract with State Councils and monitor compliance
  + Coordinate with NHRMA board to have a board member open up the HR Academy

**Profit Sharing Structure**

NHRMA would share HR Academy profits (revenue after all expenses) based on attendance:

* 10% Lower than prior year’s attendance (6% or higher)
* 20% Equal to prior year’s attendance (5% variance)
* 30% Higher than prior year’s attendance (10% or higher)

Payments would be disbursed no later than 60 days after the HR Academy or as soon as all expenses are accounted for and final financial statement for the event has been completed.

**Use of Funds**

* Support chapter initiatives in the respective state
* Support student chapter initiatives in the respective state
* Support state council initiatives that benefit professional and students chapters in the state

**Historical Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **2012** | **2013** | **2014** | **2015** |
| **Alaska** | N/A |  | N/A |  |
| **Oregon** | $36,609 | $51,663 | 33,000 approx |  |
| **Washington** | $19,949 | $25,593 |  |  |

Attendance is about 130-150 for OR and WA, and about 50-75 in Alaska