

## JANUARY

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Start Spring recruiting activities
- Visit high school campuses
- Discuss annual schedule at chapter meeting
- Send e-mail promotion to state-wide schools
- Announce chapter elections\*
- Determine State AMT Summit date/announce

## FEBRUARY

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Visit high school campuses
- Schedule and publish annual schedule (Orientation, MCE, conference dates, etc.)
- Conduct Open House No. 3
- Conduct chapter elections\* Seat new officers
- Select attendees/prepare for State AMT Summit

## MARCH

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Visit high school campuses
- Interview candidates/make offers
- Conduct Nominated Speaker activity
- Start Distinguished Graduate selection
- Announce/plan AMT Graduation ceremony
- Select employer/student/college attendees for AMCP Conf.
- Conduct Open House No. 4
- Attend State AMT Summit

## APRIL

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Interview candidates, make offers, fill class
- Distribute Summer employer campus visit sked
- Submit Nominated Speaker video
- Vote for Nominated Speaker
- Submit Chapter Distinguished Graduate
- Order Distinguished Graduate Award
- Plan AMT Graduation ceremony
- Register for AMCP conference
- Practice presentation for conference

## MAY

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Conduct MCE-5 training.
- FAME/college attend NA AMCP Conference.
- Publish Summer employer campus visit sked
- Conduct AMT Graduation/Bestow D. Grad
- Practice presentation for conference
- Attend AMCP Conference
- Initiate AMCP Conf. Presentation to chapter
- Register all new leaders/faculty for Academy

## JUNE

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Conduct AMT Orientation (incl. MCE-1, PB)
- Start new AMT's with sponsor companies.
- Conduct AMCP Conf. Presentation to chapter
- Announce NCPN Conference.

## JULY

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Conduct MCE-4 training
- Distribute Summer employer campus visit sked
- Attend AMT Academy
- Select employer/college NCPN attendees
- Register for NCPN Conference

## AUGUST

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- New AMT class starts (be on campus 1<sup>st</sup> day)
- Publish Fall employer campus visit sked
- Announce Manufacturing Month activity
- Register for NCPN Conference

## SEPTEMBER

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Start Fall recruiting season
- Visit high school campuses
- Send e-mail promotion to state-wide schools
- Prepare Manufacturing Month activities
- Conduct Open House No. 1

## OCTOBER

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Visit high school campuses
- FAME/College attend NCPN conference.
- Interview candidates, make offers
- Conduct Manufacturing Month activities
- Conduct Open House No. 2

## NOVEMBER

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Visit high school campuses
- Interview candidates, make offers
- Distribute Summer employer campus visit sked

## DECEMBER

- Conduct Face-to-Face chapter meeting
- Conduct call-in chapter meeting
- Conduct MCE-2 training.
- Conduct MCE-5 training.
- Visit high school campuses
- Interview candidates, make offers, fill 2/3 class
- Publish Spring employer campus visit sked