



## **NACS Supplier Committee FAQ's**

### **What is the purpose of supplier committees?**

- To represent NACS supplier members
- To represent the mutual concerns of NACS retail and supplier members
- To serve as an organized voice for the suppliers in the affairs of NACS
- To be a resource for NACS as called upon by its staff or Board of Directors
- To collaborate with NACS and its retail members toward the achievement of its strategic initiatives
- To assist NACS in providing knowledge, connections and advocacy to the NACS community

### **What is the role of committee members?**

- Be respected by industry peers
- Be committed to the convenience and petroleum retailing industry as evidenced by participation over reasonable period of time
- Support NACS and the industry
- Familiarize themselves with the issues important to retailers and NACS
- Share the Supplier Board's vision of a true partnership with NACS and the industry
- Be empowered by their companies to speak to the issues of supplier members
- Be active participants in committee level activities including meetings and conference calls
- Increase their involvement in other NACS activities and events throughout the year (such as attending the NACS Show and participating in supplier workshops, member receptions and volunteering for NACS Ambassadors; attending the NACS State of the Industry Summit)

### **What are the duties of a committee member?**

- Attend two, 2-day meetings each year. Historically, the meetings are tentatively scheduled in February and June
- Participate in conference call meetings as necessary throughout the year
- Cover your own expenses for meetings and activities associated with your committee (NACS will book your hotel but will request a credit card from you for payment)



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### What is a supplier committee meeting like?

Committees develop and execute initiatives relevant to the NACS community. The workload is very manageable for an organized business person with leadership experience.

The meetings move at a moderate pace, making it easy to gather information and take notes. The mood is friendly and very conducive for anyone wanting to participate. We are a social group of people united by a set of common goals so it is a fun meeting with camaraderie that we all look forward to. Attire is business casual (blazer optional).

Depending on the time of year and upcoming events, several hours a week might be spent and, in other months, only a few hours a month. It is generally easy to manage the duties required even for a business person used to a 60-65 hour work week in their regular business role.

### What are the terms of a supplier committee?

Committee members serve four consecutive – 1 year terms. Once you are on a committee you do not need to re-apply until your four years have ended. However, if you want to apply to another committee you can apply at the end of each year.

### What should I do to make an impact and possibly move up to the Supplier Board?

**Get to know your colleagues.** Make an effort to meet committee and Supplier Board members, understand organically the committee's objectives and then how to be of service. Interacting with the other members will help you to better understand the roles and responsibilities of the position. You can also sit in as a guest at board meetings to learn more about the functions of the board. (Board meetings are held in February and June in conjunction with the committee meetings, and an additional meeting takes place at the NACS Show each year. The February and June board meetings occur the morning of second day of the 2-day meetings.)

**Be a good listener and ask questions.** Asking questions ensures that we are thorough in our analysis. Also use your NACS Staff Liaison and committee Chair as resources for your questions about NACS and the Supplier Board.

**Be Proactive. Volunteer to lead.** Do not wait for the opportunities to come to you. The level of involvement will dictate the level of leadership one takes. Volunteer for sub-committee work and leadership positions.



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**Be Well-Rounded.** Participate at different events at the Show, for example, volunteer to moderate a workshop, volunteer for NACS Ambassadors and/or attend each of the events at the Show (Opening and Closing Sessions, Welcome Reception). Attend other NACS events throughout the year such as the Leadership Forum and the State of the Industry Summit. Getting exposed to all aspects of NACS is the best way to learn about the association and the industry.

**Contribute new ideas.** Come up with new and innovative approaches for the committee and see them through to execution.

**Educate yourself about the concerns of all NACS stakeholders.** NACS is an organization that takes the needs and concerns of its members very seriously. It is important as a committee member to be aware of the issues our industry faces, even if they are not concerns that your company specifically faces. It is also important to consider industry concerns from the retailer, the supplier and also the consumer perspective. The best opportunities for learning are to attend as many educational sessions as possible, visit [convenience.org](http://convenience.org) frequently and read the NACS Daily and *NACS Magazine* for the latest industry information.

**Be Positive.** Refuse to be negative or engage in negative behavior. Our goals will be most easily met when we work as a team.

**Be Responsible.** Take your role as a representative of the NACS Supplier community seriously. Always be on time and do your best to plan for travel delays.

### How Does the Supplier Board Application Process Work?

The application process for the supplier board opens in the spring and new members are selected and notified in the summer. New board members become official at the NACS Show that fall.

Qualities sought in supplier board members are innovative thinking, demonstrated leadership abilities and a passion for the convenience channel. Typically members who are selected have overall responsibility for his/her company's business in the channel.

Other items considered are: previous committee service, company Hunter Club membership, longevity of company membership, NACS Ambassadors volunteer participation at the NACS Show and other industry related experience.