

## **12.03 Marketing Department Meeting Participation**

### Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. the Director of Communications attend all meetings that might address an area requiring marketing support and offer input which may benefit the marketing program.

### Procedure:

The Director of Communications will receive timely notification of applicable meetings.

The Director of Communications will be in attendance at all applicable meetings unless excused by the CEO/President.

The Director of Communications will provide any documentation or support material requested/needed for an applicable meeting.

The Director of Communications shall participate in, but not limited to, the following scheduled meetings:

- Senior Staff
- Board of Trustees Committee Meetings
- Customer Recognition Committee
- Technology Committee
- Fundraising Committee
- Communications Committee
- Advisory Committee
- Any meeting as assigned by the CEO/President