



AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

Practice Specialty & Common Interest Group Leader Orientation

Shared Interests

ASSP **common interest group communities** provide members an accessible, virtual and diverse network of peers brought together by shared experiences, to become better safety professionals and promote inclusive safety cultures.

Shared Industries

ASSP **practice specialty communities** provide members an accessible, virtual network of peers focused on developing, sharing and applying technical and professional content to solve common safety challenges to become better safety professionals.

ASSP Member Communities: Common Interest Groups, Practice Specialties and Chapters

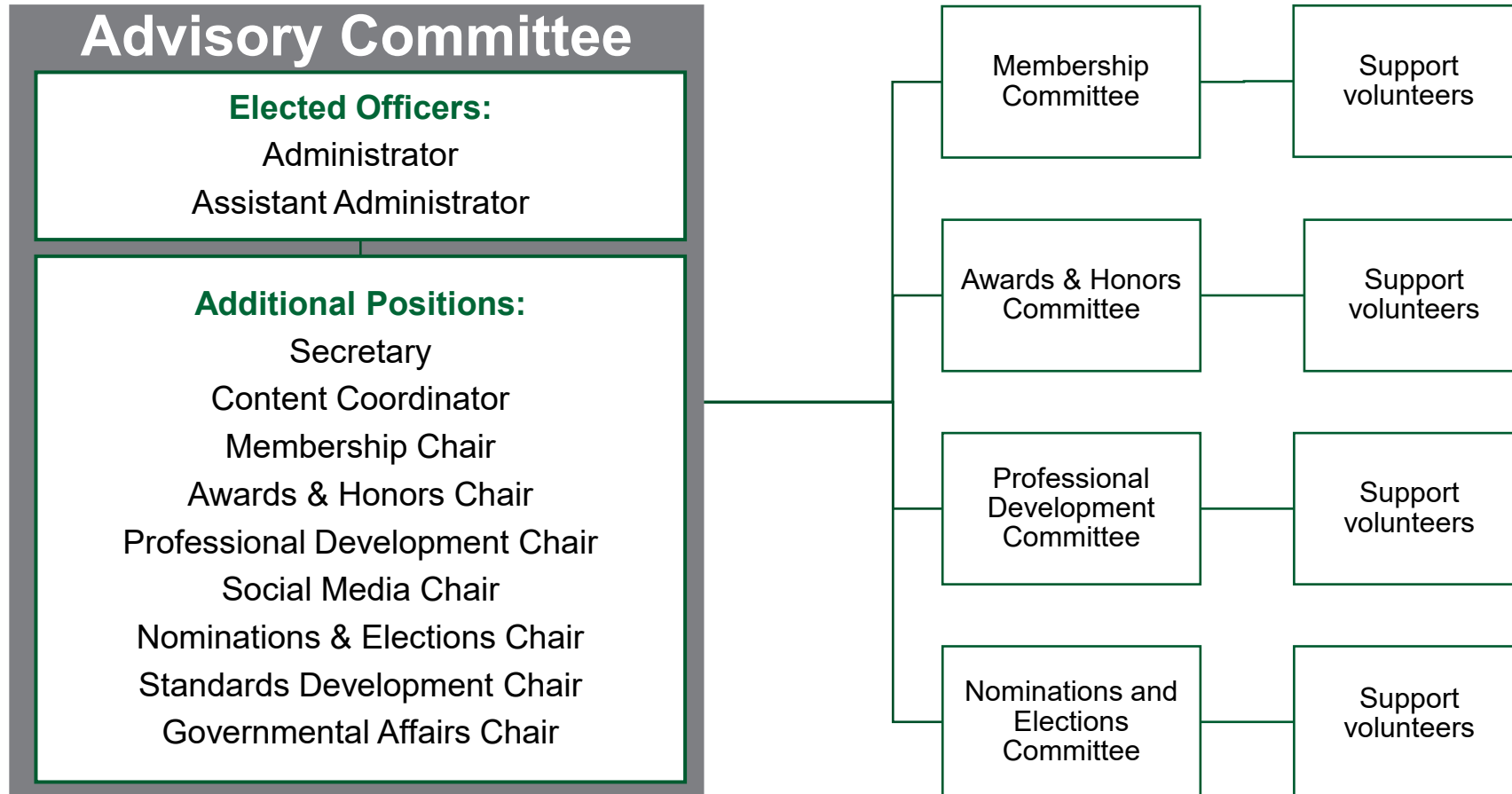
Common Interest Groups and Practice Specialties

- Legally part of ASSP operations to provide virtual opportunities for members
- Governed under ASSP's bylaws

Chapters

- Chartered by ASSP to provide local opportunities for ASSP members
 - Operate under a legal agreement with ASSP
- Independent legal organizations and are governed under chapter bylaws

Community leadership structure

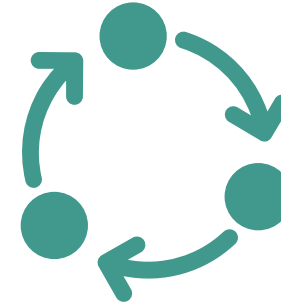


Requirements for Common Interest Groups and Practice Specialties

Society Operating Guideline 10.2: Practice Specialty and Common Interest Group Operating Procedures
https://www.assp.org/about/society-bylaws-and-guidelines/society-operating-guidelines/sog-section-10_2



Member Value Requirements



Operational Activity
Requirements

The Year Ahead



2025-26 Program Year Overview

July	August	September	October	Nov/Dec
<ul style="list-style-type: none"> • Society year begins • New leaders take office • Society call for nominations • Leadership Conference: In-person and Volunteer Kick-Off 	<ul style="list-style-type: none"> • Operating plan due • Succession plan due • Leadership Conference: PS/CIG Leader Orientation 	<ul style="list-style-type: none"> • Leadership Conference: Strengths-Based Leadership • Society nominations packets due • Industry Roundtable Session proposals due 	<ul style="list-style-type: none"> • Leadership Conference: Virtual 1-day event to support operations 	<ul style="list-style-type: none"> • ASSP society award nominations due • Begin community SPY award process • Leadership Conference: Building Trust
January	March	April	May	June
<ul style="list-style-type: none"> • Leadership Conference: Connect & Inspire • Society Outstanding Safety Educator Award nominations due 	<ul style="list-style-type: none"> • Community SPY awards due • Assistant administrator elections (every 2 years) • Leadership Conference: Developing Conversational Intelligence 	<ul style="list-style-type: none"> • Leadership Conference: connection & appreciation 	<ul style="list-style-type: none"> • Advisory Committee rosters for next year due May 31 • Leadership Conference: Leading Through Conflict 	<ul style="list-style-type: none"> • Community transition meetings • Submit CAMPT report • Program year ends



Community Annual Management and Planning Tool (CAMPT)



Planning



Feedback &
reporting



Community
recognition

Community Annual Management and Planning Tool (CAMPT)



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SAFETY PROFESSIONALS

2025-2026 Community Annual Management & Planning Tool (CAMPT)

Section 1 - Reporting Requirements - Test1

Reporting requirements verify that your community is providing value to members and serve as a way to provide feedback about the tools and resources your community needs.

1. Submit a [Community Operating Plan](#) Due August 15. (SOG Requirement)

Tip: Formats allowed: png, gif, jpg, doc, xl, docx, pdf, txt

File: annual_operating_plan_virtual_community_(3).docx

Browse...

Comments

Point Value	Test Drive Lane	Your calculated points	Question No.	Element
Section 1 - Reporting Requirements				
45	0		1	Submit a Community Operating Plan Due August 15 (SOG requirement)
45	0		2	Submit Community Succession Plan by August 15 (SOG Requirement)
45	0		3	Submit Advisory Committee Leadership Report by May 31 (SOG Requirement)
Section 2 - Member Value Requirements				
Education				
			4	How many virtual education sessions did your community organize and deliver? Your community is required to deliver one education session. (SOG Requirement)
45	0			Virtual Education Session 1 (required)
20	0			Virtual Education Session 2
20	0			Virtual Education Session 3
20	0			Virtual Education Session 4
15	0			Virtual Education Session 5 or more
				Other ways our community provided educational programming:
20	0			Our community applied for CEUs for our educational programs
20	0			Our community partnered with any other another ASSP community (practice specialty, common interest group of chapter) to provide virtual education sessions.
20	0			Our community (not individual members) partnered with another non-ASSP organization
20	0			Our community submitted a proposal for a Key Issue Collaboration Session (now known as Industry Roundtable Sessions) for Safety 2026 in Anaheim, CA.
20	0			Our community supported ASSP's annual conference attendee experience by participating in the provided networking opportunities at Safety 2024 in Orlando, FL.
15	0			Other education provided
15	0			Other education provided
Communications and Online Community				
			5	How many Community Updates were developed and posted in your online community?
45	0			Our community developed and posted a minimum of four (4) community updates which includes at least three (3) of the following: greeting & introduction from an advisory committee member; news item or featured resource relevant to the industry/interest of the community; upcoming community education event(s); other upcoming community events; and/or other ways to get involved in the community. (SOG Requirement)
20	0			Our community took advantage of the annual community update member direct email provided by ASSP
15	0			Our community posted additional community updates (total 5 or more for the year)
45	0		6	Our community built a welcoming and supportive online community (SOG Requirement)
15	0			Other Communication or Online Community Activities
15	0			Other Communication or Online Community Activities
Member Recognition				
45	0		7	Our community maintained a member recognition program. (SOG Requirement)
				How did your community recognize members this year?
20	0			Our community has a dedicated volunteer leader(s) responsible for managing our member recognition program
20	0			Our community named one of our members Safety Professional of the Year (SPY).
20	0			Nominate a member for the Council Safety Professional of the Year (SPY) Award
15	0			Nominate a member for another society award



Community Resources



PS/CIG Leader Resources

- Membership database management
- Virtual programming platform
- Member community platform
- CEU award coordination & processing
- Promotion support for community activities
- Community recognition program
- Leader trainings
- Day-to-day operational support
- Tools, templates & more!






Web Tools

- Community email addresses
- Crowd Signal survey account
- Google Drive Storage account
- Canva account
- Community Zoom account
- Support

chapterwebupdates@assp.org

Community Leader Resources

 CLR

[Print Page](#)

[Chapters](#)

[Common Interest Groups](#)

[Practice Specialties](#)

Featured

[President's Message](#) →

Read the ASSP president's thoughts on the safety profession.

[ISO 45001 Standard](#) →

This game-changing standard provides a global foundation for worker safety.

You Can Be Sued

Liability Insurance from Complete Equity Markets, Inc.



ASSP and its volunteer member community leaders connect great resources and great people to help members grow professionally through education, networking and leadership opportunities.

Community Leader Resources

Whether you are getting ready to step up as a leader of your member community, have just taken office or have been involved for years, we want to ensure that you have the tools and resources you need to be a successful volunteer leader.

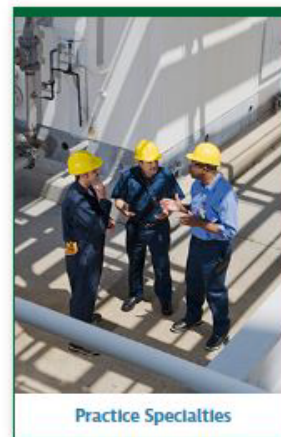
Explore the opportunities and resources for your community.



Chapters



Common Interest Groups



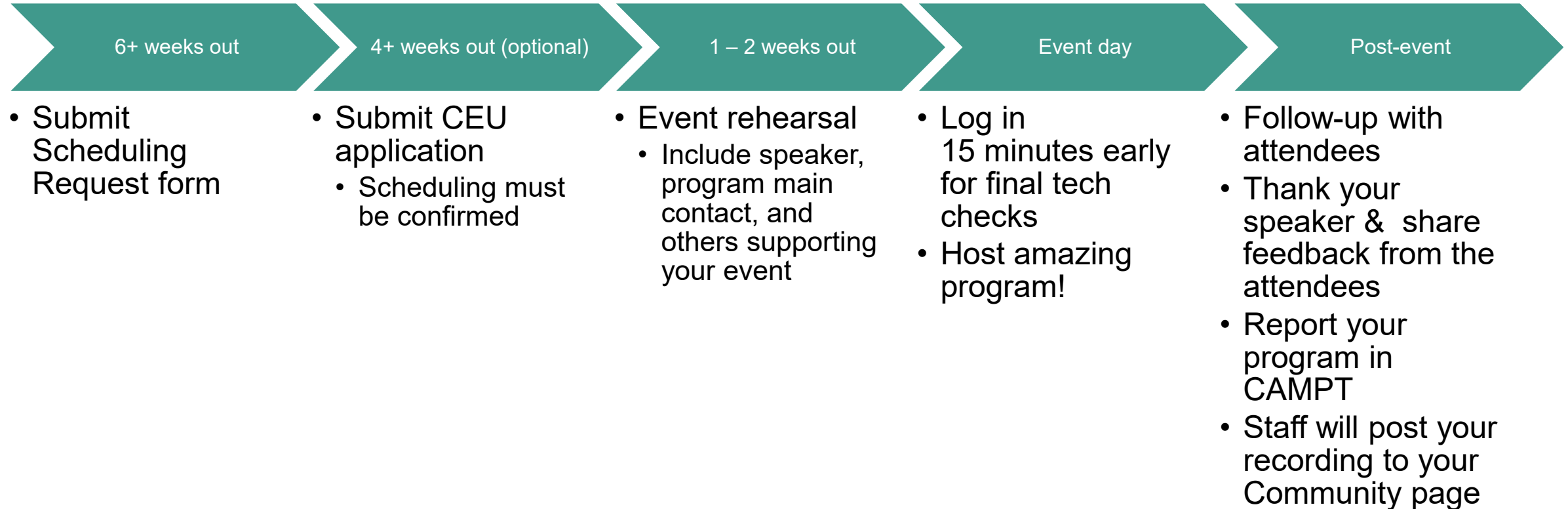
Practice Specialties



Serving Your Community



Delivering Virtual Education & Networking





Community Rosters

What rosters can do for you

- Monitor member lists
- Identify new members
- Communicate with members
- Deliver personalized messages

What to remember

- Always follow roster terms of use
- Always use a new roster
- Always follow communications rules & best practices

More information:

<https://www.assp.org/community-leader-resources/community-roster-tool>

New Roster Access

- Roster access changed following the technology update in September 2024.
- A new portal went into development in Summer 2025.
- We are currently in the user testing phase and will be launching the new portal in the coming weeks.
- Login will be based on your Advisory Committee role. You will use your personal ASSP account to access the portal.
- Step-by-step instructions will be available in Community Leader Resources
- Previous terms of use and best practices still apply

Community Updates

- 4 community updates that include at least 3 of the following in each update:
 - Greeting & introduction from an advisory committee member
 - News item or featured resource
 - Upcoming education
 - Other community events or activities
 - Contact information
- Community Update dedicated email
 - 1 per program year
 - Distributed to all community members through ASSP
 - Counts as one of the 4 required

Community Incentives program

Increase participation & bring more fun to member engagement

- Request up to 10 items per year
- Requests processed on first come, first serve basis until supplies exhausted
- Online request form is under CLR - Management

2025-26 Options

- \$25 Amazon gift card
- \$25 ASSP Starbucks gift card
- \$25 ASSP Gear Store gift card



NEW! Community Engagement Fund

Support PS and CIGs by providing financial resources to member-driven events and activities.

- Projects help members connect, network and build community beyond traditional webinars
- Must align with ASSP's strategic plan
- Requests processed on first come, first serve basis until fund exhausted
- Online request form is under CLR – Member Engagement

Leadership Conference Events



2025-26 Events

Lunch & Learn: Strengths-Based Leadership

- September 9, 2025

Leadership Conference Virtual Event

- October 23, 2025

Lunch & Learn: Building Trust

- December 12, 2025

January Jumpstart Webinar

- January 2026

Lunch & Learn: Developing Conversational Intelligence

- March 10, 2026

Volunteer Week Celebration Webinar

- April 2026

Lunch & Learn: Leading Through Conflict

- May 19, 2025

Leadership Conference In-Person Event

- June 14, 2026
- Anaheim, CA



In-person Experience: Integration with Annual Conference

- Held day prior to annual conference
- Open to incoming, outgoing and continuing volunteers
- Open to wider volunteer audience
- Integrated into Safety conference attendee experience
- Content focus shifts toward equipping leaders to support strategic priorities



Leader Communication



Leader Update

- Monthly email
- Key updates & reminders
- News to share
 - ASSP news
 - Industry updates



ASSP Leader Update

Brought to you by the American Society of Safety Professionals (ASSP)

Hello ASSP Community Leaders!

Welcome to your August ASSP Leader Update! You'll find everything you need to know as a community leader — including content for chapters, practice specialties and common interest groups — in this convenient update.

Thank you for your continued dedication to ASSP and the members you serve. We appreciate all you do to strengthen and grow our communities.

We encourage you to [share your stories](#) about all the great work your community is doing to inspire others!

NEED to KNOW

[Submit Your Feedback: In-Person Leadership Conference](#)

We value your opinion, and your input will help us to improve future events. If you attended the

[Now Accepting Election Nominations](#)

We are accepting nominations for the 2026 ASSP elections through Monday, Sept. 30.





Connecting great resources
and great people.



PRIVATE

✓ Owner



Weekly Digest

PS/CIG Leader Group

Manage Notifications

Edit Group

Delete Group

Post

Poll

Question

Share an update...

Share

Group Details

Description

This exclusive online group for members of the leadership teams of the various practice specialties and common interest groups. It is a workspace for community leaders to connect with one another to share best practices and develop solutions to common challenges.

If you are a member of the leadership team of one or more of the practice specialties or common interest group communities, this group is for you. Be sure to check your notification and subscription settings within the group to get the most out of this group and answers to your questions.

Show More

Information

Owner

Christine Lucenta

PS & CIG Leader Group

- Online ASSP Community
- Connect with other leaders
- Post your questions
- Share best practices
- Develop solutions to common challenges

<https://community.assp.org/groups/home/36>



Additional resources

Online

Community Leader Resources: <https://www.assp.org/community-leader-resources>

Society Operating Guidelines: www.assp.org/about

PS & CIG Leader Group on the ASSP Community: <https://community.assp.org/groups/home/36>

Leader Update & other staff liaison emails

CIG training resources: <https://www.assp.org/community-leader-resources/common-interest-groups/cig-leadership-training>

PS training resources: <https://www.assp.org/community-leader-resources/practice-specialties/ps-leadership-training>

Other ASSP Volunteers

Vice President, Council on Community Operations

Council on Community Operations Awards and Honors Committee: communities@assp.org

Other community leaders

Staff Contacts

Manager, Member Communities: Clucenta@assp.org

Manager, Leader Development: samdor@assp.org

Community Operations & Programming Specialist: astark@assp.org

Senior Manager, Communities: asemmel@assp.org

Communities@assp.org



Important 2025-26 Updates





Launch of Council on Community Operations

- Evolved council of 7-9 members, focused solely on overseeing policies and operations to support PS and CIIG communities
- Council members serve as support and a point of escalation for 2-3 PS/CIIG communities



Take the Lead: ASSP Elections

- View open positions: <https://www.assp.org/membership/elections>
 - Opportunities with councils, regions, common interest groups and practice specialties
- Nominations deadline: September 30, 2025.
- Questions? Email elections@assp.org

WE ARE ASSP