



Leadership Opportunities

Thank you for taking some time to learn about what it takes to be an PT Night Out Leader!

There are many ways you can be a Night Out Leader, and we do need your help. Night Out aims to meet you where you are – for leaders that means getting involved for as little or as long as you'd like. The role of a Night Out Leader is very fluid; whatever your passion, there's a place for your talents.

Leadership Roles for Night Out

1) PT Night Out Champion

Primary Role

Responsible for attending and proactively promoting PT Night Out within your network of colleagues

Responsibilities

- Promoting PT Night Out to colleagues within your network and other local PT professionals
- Attending Night Out when available and proactively seeking to build new professional relationships
- Discussion with Site Leader about other leadership opportunities within Night Out

Required commitments

- Quarterly attendance – 4 (or more!) times per year – at a PT Night Out event
 - Highly recommended - Bring a colleague with you whenever you can!

2) PT Night Out Site Leader

Primary Role

Responsible to be the “primary leader” at a PT Night Out site, in coordination with other Site Leaders and the State Organizer

Responsibilities

- Contacting a local venue and reserving adequate space for each PT Night Out
- Displaying signage at each event to assure clarity and comfort for all attendees
- Arriving on time to be present when attendees begin to arrive
- Providing a “Check-In” sheet for recording attendees and notes about the event
- Facilitating conversation among all attendees, ensuring all attendees are engaged in the event
- Submitting the Check-In sheet and any event notes to the State Organizer within 24 hours of the event
- Identifying new Night Out leaders based on observations and conversations with engaged attendees

Required commitments

- Three month minimum commitment, six month commitment preferred
 - Identifies another attendee to “lead” any event you are unable to attend
- Coordinates directly with other Site Leaders to connect attendees and events with common connections
- Leads the effort to find additional Site Leaders to provide long-term stability in regional leadership

3) Story Organizer

Primary Role

Responsible for “telling the stories” of PT Night Out, in collaboration with other Night Out leaders

Responsibilities

- Identifying attendees with professional stories that will connect with colleagues throughout the nation
- Identifying & coordinating other “storytellers” to help with capturing the stories of Night Out attendees
- Working with the Website & Social Media Organizer, State Organizers, and National Lead Organizer to “tell the stories” of Night Out

Required commitments

- Three month minimum commitment, six month commitment preferred
- Leads the effort to find and train a “successor” for the role, in coordination with the National Lead Organizer

4) Social Media & Website Organizer

Primary Role

Responsible for the “online presence” of PT Night Out on social media & www.PTNightOut.org

Responsibilities

- Active expansion of the “audience” on all online sites and presences
- Pre- and post-event posting of event messages and pictures on Facebook, Twitter, LinkedIn, and other sites
- Coordinating and uploading photos from PT Night Out to enhance the online presence of Night Out
- Maintaining the PT Night Out website in coordination with Site Leaders, State Organizers, and National Lead Organizer

Required commitments

- Three month minimum commitment, six month commitment preferred
- Leads the effort to find and train a “successor” for the role, in coordination with the State Organizer

5) State Organizer

Primary Role

Responsible for the overall organization, coordination, and long-term success of PT Night Out across your state

Responsibilities

- Overall organization of a monthly Night Out event held in multiple sites across the state
- Coordination with your local APTA component to maximize influence in the state
- Active promotion of upcoming PT Night Out events to maximize turnout and event engagement

- Personal correspondence with all Night Out Site Leaders and individual attendees where needed
- Gather monthly attendance and event notes from Site Leaders after each event
- Maintain a master event tracking spreadsheet to create outcome data about Night Out
- Send out an event summary to Site Leaders and National Lead Organizer after Night Out
- Coordination with local APTA component and National Lead Organizer to help move forward larger profession efforts

Required commitments

- One year - 12 consecutive months - commitment required; attendance at 9+ of 12 events is recommended
- Leads the effort to find a “successor” State Organizer, in coordination with your local APTA component and the National Lead Organizer

6) National Lead Organizer

Primary Role

Responsible for the overall organization, coordination, and long-term success of PT Night Out across the country - and the world

Responsibilities

- Overall organization of a monthly PT Night Out event held in multiple sites across multiple states
- Active promotion of upcoming events to maximize turnout and event engagement
- Personal correspondence with State Organizers and individual attendees where needed
- Gather monthly attendance and event notes from Site Leaders after each event
- Maintain a master event tracking spreadsheet to create outcome data about Night Out
- Coordination with State Organizers to help move forward larger profession efforts

Required commitments

- One year - 12 consecutive months - commitment required; attendance at 9+ of 12 events is recommended
- Leads the effort to find a “successor” National Lead Organizer, in conjunction with State Organizers

Contact PTNightOut@gmail.com with questions and for more details

Thank YOU for your interest in PT Night Out Leadership!