

A GUIDE TO VOLUNTEERING WITH THE PRESENTATION GUILD

Join an Amazing Team!

What if just a few hours a week could expand your professional network, grow your leadership skills, and help shape the future of the presentation profession?

That's the opportunity volunteering with the Presentation Guild offers.

Volunteering with the Presentation Guild is an opportunity to advance our mission but also offers a unique opportunity to expand your network, connecting you with leading experts and like-minded professionals who share your passion for presentation design and communication.

Volunteering with the Presentation Guild presents a unique opportunity to lead the advancement of the art and science of presentation development, design, and delivery.

- You'll play a crucial part in **shaping our strategic initiatives**, ensuring we are working to offer valuable education, resources, and support to presentation professionals throughout their careers.
- Your contributions will help **elevate standards of excellence** and promote best practices within our profession.
- By sharing your skills and expertise, you'll **foster a vibrant community** dedicated to enhancing the effectiveness and impact of presentations across various fields.

Being part of the Presentation Guild's work not only advances our mission but also offers a unique opportunity to expand your network, connecting you with leading experts and like-minded professionals who share your passion for presentation design and communication. Additionally, it enhances your leadership and governance skills through involvement in high-level decision-making, strategic planning, and organizational oversight, in addition to daily tactical and operational activities.

Building the Professional Home for Presentation Professionals

The Presentation Guild is a 501(c)(6) professional association with a vision to establish and nurture a global community for professionals involved in presentation development, design, and delivery.

We aim to provide education, certification, resources, and support to elevate the standards of the presentation industry, enhance professional skills, promote recognition of the profession, and foster connections among presentation professionals.

As an **all-volunteer organization**, we believe the profession is strongest when professionals contribute their ideas, experience, and leadership to help shape what comes next.

Our organization consists of a **working board of directors** who provide strategic direction and operational leadership, **operations associates** who support projects and service delivery, and specialized partners and vendors who help extend our capabilities where needed.



Our work is organized across several functional areas to handle governance, operations, and service delivery responsibilities:

• Communication & Marketing • Education & Certification • Events & Conferences • Membership & Community	• Research • Strategic Partnerships • Technology & Platform • Volunteer Program
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Volunteer Experience & Expectations

The Presentation Guild is a U.S.-based organization, and all meetings and events take place according to US Eastern Time. However, all volunteer roles are fully remote, and all business is conducted online.

We are looking for purpose-driven people who are passionate about supporting presentation professionals and helping create meaningful experiences, valuable resources, and opportunities for professional growth within our community.

Volunteer opportunities vary in scope and commitment depending on the role. Some positions are strategic and ongoing, while others are project-based and focused on specific initiatives or programs.

Board directors are elected to three-year terms by the members or the board, while operations associates are appointed by the volunteer program team. Selected applicants participate in an interview and matching process designed to help identify opportunities that align with both organizational needs and individual interests and strengths.

Ideal candidates fulfill the following requirements and expectations:

What you bring to the Guild

Successful volunteers typically bring:

- Initiative and a willingness to learn
- Accountability and follow-through
- Strong communication and collaboration skills
- Professional expertise and experience
- Organization and problem-solving abilities
- Comfort with technology and digital collaboration
- Curiosity, flexibility, and a growth mindset

How We Collaborate

As a fully remote organization, the Guild collaborates online using Microsoft 365, Teams, Zoom, and other digital tools.

Most volunteer roles require an average commitment of approximately 5–10 hours per week, participation in team meetings, and enough schedule flexibility to collaborate across time zones and support Guild activities and events and our online community.

As a fully remote organization, the Presentation Guild collaborates online using Microsoft 365 tools including Teams, Planner, SharePoint, and Outlook. Volunteers should be comfortable working in a digital environment, participating in virtual meetings through Teams and Zoom, and using Guild-provided systems and accounts



to communicate and collaborate effectively. To support security, continuity, and ease of access, volunteers use a dedicated Microsoft Edge profile configured with their Presentation Guild Microsoft 365 credentials.

What We Expect From Our Board Directors

Board directors provide strategic direction, governance, and operational leadership for the Guild. Successful board directors typically:

- Participate actively in board meetings and strategic discussions
- Contribute both strategic thinking and practical execution
- Exercise sound judgment and business decision-making
- Embrace fiduciary and governance responsibilities
- Stay informed about trends affecting our profession and community

Volunteer roles typically require an average commitment of approximately 5–10 hours per week, depending on the role, projects, and meeting schedule. Volunteers participate regularly in team and organizational meetings, attend Guild events, and stay engaged with our community to better understand and support the needs of our members. As a remote organization operating primarily in U.S. Eastern Time, some flexibility for weekday meetings and occasional evening or weekend activities is helpful.

Interesting in applying? Get Involved and Apply Now!

Bring your expertise to the professional association for presentation professionals! Visit the [Volunteer Page](#) on our website and fill out the [application form](#). If you have any questions – reach out to volunteers@presentationguild.org.