

Mission Statement and Scope of Practice

The Las Vegas Fur Con Executive Committee, also known as the Convention Committee or ConCom, exists to govern the Las Vegas Fur Con Division of Southern Nevada Anthropomorphic Events. It has been empowered by the Board of Directors to make executive decisions and spend money in accordance with the budget set by said Board.

Composition

The Convention Committee shall consist of the Chair(s) and Vice Chair(s) of the Las Vegas Fur Con Division, the heads of the departments in said division, and all other persons duly appointed to the committee by the Board of Directors.

Member Duties

The committee should meet at least once a month, dates and times decided internally by Convention Committee (so as to accommodate committee members' schedules). Additional meetings can be called by co-Chair as needed, such as closer to the con. Meetings will be chaired by a co-Chair; notes will be recorded by a co-Chair and reported to the Executive Director and Board.

Meetings should involve status reports on each department's current projects and hiring. Directors should report any budgetary concerns and/or requests, as well as any staffing needs/concerns.

Departments operate largely independently but coordinate on matters affecting each of them; e.g. Programming and A/V working together to schedule performers/panels. The Convention Committee may form its own sub-committees between departments.

Hiring Policy

1. A general staff application shall be put out by the Con Chair on ConCat.

2. Applications for staff shall be reviewed by the Head of the Department the applicant is applying for. The Department Head may then conduct any ensuing interview as they see fit, and may involve the Head of HR or Con Chair if deemed appropriate.
3. If approved by the Department Head, the applicant is directed to HR for onboarding. The HR representative shall send all appropriate forms to the applicant to fill out.
 - a. The HR Director may delegate this responsibility upward to the Chair(s).
4. Once onboarded, the HR representative shall give the staff member the "Staff" role in ConCat. The HR representative shall also notify the HR Head of the new hire and input their name and contact information on the internal staff record.
 - a. The HR Director may delegate this responsibility upward to the Chair(s).