TRAIL has five working groups, four of which would welcome new members. Whether you’re looking to share your skills or learn new ones, our working groups will benefit from your participation. Find information about each working group below, including Coordinator contact information. If you’d like to learn more or sign-up to volunteer, please reach out to the appropriate working group coordinator.

<table>
<thead>
<tr>
<th>WORKING GROUP</th>
<th>INVOLVEMENT OPPORTUNITIES</th>
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| **COLLECTIONS WORKING GROUP** | Coordinator Contact - Sinai Wood  
Sinai_Wood@baylor.edu  
- Investigate series and agencies for technical reports within TRAIL’s scope  
- Prioritize approved series for the digitization processing queue  
- Monitor progression of major content-related projects approved at the Annual Meeting |
| **COMMUNICATIONS WORKING GROUP** | Coordinator Contact - John Napp  
john.napp@utoledo.edu  
- Communicating TRAIL efforts and promoting TRAIL internally and externally  
- Orienting new members  
- Internal and external communication  
- Media kit & social media announcements  
- Next TRAIL newsletter issue  
- New member orientations  
- FY2020 infographic  
- TRAIL@15 anniversary celebration  
- Social media graphics  
- 3-4 hours per month |
| **MEMBERSHIP WORKING GROUP** | Coordinator Contact - Tom Rohrig  
Tom.Rohrig@ttu.edu  
- Recruiting additional organizations and individuals to become members of TRAIL  
- Tracking every organization contacted (e.g. what years, what results/response was, etc.)  
- Responsible for all TRAIL membership-specific communication  
- Coordinates the scheduling of new TRAIL member orientation sessions conducted by Communications  
- Brainstorming new ways to recruit members  
- Revising recruitment letter and identifying organizations to recruit for TRAIL membership  
- About 2 hours per month |
| **METRICS WORKING GROUP** | Coordinator Contact - Jen Kirk  
jen.kirk@usu.edu  
- Compiles information from various institutions to document TRAIL’s impact across various platforms  
- Collecting mid-year and annual statistics at appropriate times  
- Responsible for coordinating the collection of all TRAIL metrics, including materials processing and membership from other working groups as well as usage statistics  
- 1-2 hours per month (6-9 mtgs per year) |

**CURRENTLY WORKING ON**

<table>
<thead>
<tr>
<th>TIME</th>
<th>OUTCOMES</th>
<th>FOCUS</th>
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| 3-4 hours per month (with some variation) | Coordinate with Central/Arizona regarding digitization decisions and shipment timelines  
Communicate with content donors | Maintain TRAIL Guides that offer status updates on series processing inventories  
Monitor progression of microcard project |
| 3-4 hours per month | Internal and external communication  
Media kit & social media announcements  
Next TRAIL newsletter issue  
New member orientations | Communicating TRAIL efforts and promoting TRAIL internally and externally  
Orienting new members  
Internal and external communication  
Media kit & social media announcements  
Next TRAIL newsletter issue  
New member orientations |
| 3-4 hours per month (with some variation) | FY2020 infographic  
TRAIL@15 anniversary celebration  
Social media graphics | We encourage any person with skills or wanting to learn new skills in marketing and communication to join us.  
We're a great place to learn about TRAIL and build and sustain TRAIL's membership. |

**WHY JOIN?**

If you have an interest or expertise in copyright, gov docs, sci-tech librarianship, or open access, then we’re your group. Whether you’re a newly minted librarian or a career-seasoned one, collectively we make better decisions for TRAIL.  
We’re a great place to learn about TRAIL’s impact and how the organization’s work comes together.