



New Member Handbook

Mission Statement

SAME leads collaborative efforts to identify and resolve national security infrastructure-related challenges.

<https://www.same.org/satx>



Table of Contents

About SAME.....	3
Membership Information	4
Email	5
Membership Benefits	6
Meetings and Events.....	7
Post Meetings.....	7
Annual Events.....	7
Other Events.....	8
Staying Up To Date	10
Website.....	10
Social Media.....	10
Newsletter	10
Volunteering.....	11
Leadership Opportunities	11
Committees.....	11
Other Opportunities.....	11
Suggestions and Ideas.....	13
Contact Us.....	14

About SAME

The Society of American Military Engineers (SAME) leads collaborative efforts to identify and resolve national security infrastructure-related challenges. Founded in 1920, SAME unites public and private sector individuals and organizations from across the architecture, engineering, construction, environmental and facility management, cyber security, project planning, contracting and acquisition, and related disciplines in support of national security.

Headquartered in Alexandria, Va., SAME provides its more than 30,000 members extensive opportunities for training, education and professional development through a robust offering of conferences, workshops, networking events and publications. With a membership that includes recent service academy graduates and retired engineering officers, project managers and corporate executives, uniformed and public sector professionals and private sector experts, SAME bridges the gaps between critical stakeholders to help secure our nation.

SAME consists of 105 Posts and more than 50 Student Chapters and Field Chapters around the world along with a headquarters staff. Nationally, the organization is led by a volunteer Board of Direction that comprises five National Officers, 17 Regional Vice Presidents, the Chairs of the Mission Committees & Councils, as well as 12 Elected Directors who serve three-year terms and are elected in groups of four annually.

If you still have questions, email us at samesatx@gmail.com.
We will get you an answer and/or connect you to the right person.

Membership Information

We value your membership with our Post so we provide you with some tools to help you manage your membership.

Our website, www.same.org/satx , includes a membership page, <http://www.same.org/Get-Connected/Find-a-Post/San-Antonio/Membership-Info>.

The following member listings are available for download. This data is located under the 'Post Info' section on the left side of the membership page:

- Current Membership Statistics for the Post
- Individual Members and Organization Representatives by Name
- Organization Members (Companies and Agencies)
- Organization Representatives by Organization
- Student and Faculty Members by Name

Please note: *The following data fields on the listings are very important:*

- Unless you opted to change your password to a unique one in your SAME membership record, your SAME membership number and email address on-file in your membership record (where you receive SAME emails and will start receiving Post emails at) allows you to log into your SAME membership record at the SAME National website, www.same.org, and allows you to update some data fields in it.
- TERM/TERM DATE on the listings indicates the expiration date of your membership. We highlight in RED those members whose TERM DATE is prior to the month of the date of the listing and in YELLOW if the TERM DATE is in the month of the date of the listing. If you see you name highlighted on a listing, please take action to renew your membership; we want to keep you as a Post member. If you are an organization representative member, you will need to contact the POC for your organization to find out if the company has started renewal action. Organization POCs are identified with "POC" in the ROLE column of the listings.

- JOIN/FIRST JOIN DATES on the listing are also important. Some of the SAME and Post stipend and award nomination programs require that you be a SAME member for a certain length of time to apply (e.g. to be nominated to the SAME Academy of Fellows you must be a member for at least 10 years).
- If you are under 40 years of age, your record should have “Y” under the YM column on the listings. Again some SAME and Post programs are specifically targeted for Young Members (YM).
- The same is true if you are an enlisted member. Your record on the listings should show “Y” under the NCO column.
- If your membership data is incorrect on the listing or if you are not on the Post listings when you feel you should be, then contact our Individual or Sustaining Member Directors or send an email to samesatx@gmail.com so that we can try to help you resolve any issues with the SAME membership staff.

EMAIL

All new members will automatically be added to our Post email lists as soon as Post membership rosters are downloaded from SAME. The primary email address in your SAME membership record is used for all communications. We maintain member email lists in the Eventbrite on-line registration and Mail Chimp email marketing systems. Depending on how your email client is set up, it's possible that these emails will go directly to your Junk Mail file. So please check your Junk Mail file. Some network systems will block SAME emails completely. In this case, your email address will be automatically dropped from our systems. If this happens and you want to receive SAME emails, contact samesatx@gmail.com and we will try to find a solution.

Membership Benefits

The Post offers a number of Professional Development/Continuing Education programs for members:

- Over 60 professional development hours that can be earned for a professional license/certifications through Post meetings, Small Business events, tours and other special events.
- Each year one Post meeting is dedicated to one-hour of Professional Ethics training. One hour of ethics training is required, either through coursework, seminars, presentations or other activities, annually for Texas professional engineers and other license/certification renewals.
- An Annual Professional Development/Continuing Education Scholarship program for members. The awards are for professional license exam costs (e.g., PE, CFM and PMP) and associated prep courses.
- Stipends are available for members to attend the Annual SAME-IFMA Facilities Management Workshop and/or the San Antonio Post Small Business event.
- A 7-month Leadership Lab Program is available to support member leadership training and professional development. Participants discuss, learn, and experiment with a huge range of leadership topics over the course's 17 Sessions. The class reviews three books and has robust discussions around the associated leadership topics. Lab participants also get to lead a Post community service and/or wounded warrior support project.
- Members who have a Texas university/college student in your friends or family, can help them apply for our Annual Post College Scholarship Program. Each year the Post awards more the \$30,000 in college scholarships.
- San Antonio Post events provide networking opportunities with numerous Post members and members from across the country.

Meetings and Events

Post Meetings

Post meetings are currently held every other month on the 2nd or 3rd Thursday from 11:30 am – 1:00 pm. Meetings are held at the Fort Sam Houston Golf Course Club House at 1050 Harry Wurzbach Road in San Antonio. The Golf Course is near but NOT located on Fort Sam Houston, so no special identification is required to get on the Golf Course property. There is a buffet lunch, Post business updates and guest speaker(s) during the meeting.

- The cost is currently just \$20 for Post members and a special reduced rate of \$15 for Post Young Members (YMs).
- Reservations open several weeks before the meeting, are announced through our various media options and close the Thursday before the meeting at noon. Reservations are a must for the meeting since there are very few walk-in spaces because of the catering restrictions.
- The meetings provide you an opportunity to network with other Post members and guests attending.
- One of the Post meetings during the year is held jointly with the local chapter of the Construction Management Association of America (CMAA), so you also have the opportunity to network with members of another professional organization.

ANNUAL EVENTS

There are also several major Post and other events you can take advantage of during the year:

- **Annual Post Education & Mentoring (E&M) Fund Golf Tournament** - This is one of our major fundraising events that support our STEM, College Outreach and Professional Development programs. It's a fun filled day that includes breakfast treats, golf, skill challenges/games at some golf holes, lunch and a whole lot of networking time with other members and friends of the Post. Many of our sustaining member companies and agencies sponsor teams at the event.

- **Annual Small Business Market Research Fair** - A two-day event that includes DOD Agency briefings, Agency-led workshops, Contractor-led workshops, Agency one-on-one sessions with Small Businesses and presentations/educational sessions. It's a great opportunity to learn about future project opportunities and learn more about how Small Business companies can work with the government and other business partners. In recent years the Golf Tournament and Small Business event have been held together since they both draw many out-of-town SAME members. Holding them concurrently minimizes travel trips to San Antonio for the out-of-towners.
- **Annual Holiday Celebration Gala** - The Post celebrates at the Plaza Club where you have a spectacular view of downtown San Antonio lit up for the holiday season. It's a holiday dress up affair with a great meal, music, door prizes and fun for all. Not only do we celebrate another great year for the Post, but we also ring in the New Year by installing our new Post officers, presenting our college scholarships for the upcoming spring semester and collecting gifts cards for local wounded warrior organizations. Once again if you are a Post YM, we offer discount pricing for you to attend.

OTHER EVENTS

- In addition, our Post YM and Fellows Directors organize several events for our YMs to get together with our other members. These include brown-bag luncheons and happy hour mixers.
- The Post also typically offers one or more tour(s) during the year which are normally organized by our Resilience Committee. Historically we have hosted tours to places such as the San Antonio Water Systems Aquifer Storage Facility and Desalination Plant, Bexar County Emergency Operations Center, Texas Energy Research Institute and Center for the Intrepid for wounded warrior rehabilitation.
- One of the SAME sustaining members, Eaton Corporation, also offers a **FREE** one-day Annual Engineering Seminar including lunch at a hotel/conference center in a San Marcos, a short drive from San Antonio.

The seminar contains technical engineering sessions and a Professional Ethics session.

- The San Antonio Post hosts the Industry Day & Social in support of the Air Force installation & Mission Support Center's Weapons and Tactics Conference, which brings together hundreds of Air Force warfighters to discuss current/future issues and provides our members the opportunity to network with a whole different group of professionals.
- San Antonio Post members have been able to participate in the Icebreaker event for the Air Force Civil Engineer Center's Annual Planning & Programming Conference. This provides another great opportunity for members to introduce themselves, network, and potentially establish new contacts for future opportunities with this public agency's representatives.
- SAME also hosts the Annual SAME-IFMA Facilities Management Workshop here in San Antonio. This provides members the opportunity to attend a SAME National event in their home city and network with other SAME and IFMA members from across the country.

Staying Up To Date

WEBSITE

The primary source for information on events, activities and other current updates is the San Antonio Post website at www.same.org/satx, which is hosted on the SAME National web server. We encourage you to visit our website regularly for the following:

- Items of Immediate Interest
- Post Leadership
- Post Board of Direction Meetings
- Events
- Event Presentations
- Membership
- Young Members
- Sustaining Member Companies and Agencies
- STEM/K-12 Activities
- Newsletters
- Jobs

SOCIAL MEDIA

The Post has a LinkedIn page at <https://www.linkedin.com/groups/12093914> for quick updates on the latest events and activities. SAME will be adding other social media avenues in the future.

NEWSLETTERS

The San Antonio Post publishes a monthly Post newsletter, available on our website. When the new issue is available, Post members are notified by email. The Post website at <http://www.same.org/Get-Connected/Find-a-Post/San-Antonio/Newsletters> contains links to the current issue and several previous issues.

Volunteering

There are numerous volunteer opportunities for our Post members. If you are interested in volunteering, contact the POC indicated on the Post website or the Post President for more information.

Leadership Opportunities

Each year there are five (5) leadership positions on the Post Board of Direction that you can be a candidate for during the Annual Post Elections:

- Vice President/President-elect for the following year
- Secretary
- Treasurer
- Two Program Directors serving 2-year terms in the four major areas (Leadership & Mentoring, Professional Development, Personal Growth or Relationships)

In addition to the elected positions, there are twenty-four (24) appointed positions, which are listed here: <https://www.same.org/Get-Connected/Find-a-Post/San-Antonio/Leadership>

Committees

Post Committees (see our Post website under Leadership for Committee Chair information):

- Golf Committee – Helps organize and run our annual Post E&M Fund Golf Tournament. If interested, contact our Golf Committee Chair.
- Small Business Outreach Committee – Helps organize and run our Annual Small Business Market Research Fair. If interested, contact our Small Business Outreach Coordinator.
- Scholarship Committee – Helps review applications for our annual scholarship program and mentors our scholarship winners. If interested, contact our Scholarship Director.
- Resilience Committee – Helps develop the Post resilience program and organize the annual Resilience Workshop at one of our Post meetings. If interested, contact our Resilience Director.

- Holiday Celebration Committee – Helps organize and run our end-of – year Holiday Celebration Gala. If interested, contact our Holiday Celebration Chair.
- Awards Committee – Helps with identifying potential members for national awards, reviewing award nominations and Streamer submittals. If interested, contact our Awards Committee Chair.
- College Student Chapter Support - Helps mentor our student chapters. If interested, contact our College Outreach Coordinator, University of Texas Chapter Mentor, Texas A&M Chapter Mentor or University of Texas at San Antonio Chapter Mentor.
- I-WEPTAC Conference Support - Helps organize and run the Post-hosted Industry Day and Social at the Annual Air Force installation & Mission Support Center’s Weapons & Tactics Conference.
- Post Meetings Support – Help with check-in at our Post meetings. If interested, contact our Post Web Manager.
- Post Audit Team – Each year the Post is required to accomplish an audit of its financial records. Post volunteers work with our Treasurer and Assistant Treasurer to perform the audit prior to the Post submitting its Annual Report to SAME. If interested, contact our Post Treasurer.

Other Opportunities

The latest volunteer opportunities can be found on our Post website home page, <http://www.same.org/satx>. When an event is announced, it is added to our volunteer web page at <https://2018sapostvolunteer.eventbrite.com> (the page is updated each year but the format is always YYYYsapostvolunteer.eventbrite.com). All members must register on our website even if contacted directly by organizers of the supported event or if some events also require that you also register at the event website. Registering on our website allows the Post to track volunteer support throughout the year and our progress toward the SAME Strategic Plan objectives.

Some examples of the recurring Post volunteer activities:

- **STEM** – Science Fairs, Science Bowls, MATHCOUNTS contests, Robot competitions, High/Middle/Elementary School Career Days, San Antonio Engineers Week and GIS Day

- **Community** – San Antonio River Cleanup (called Basura Bash) and Texas Ramp Project
- **Wounded Warrior/Troop Support** – San Antonio Rodeo BBQ Cook-off, Operation Float-A-Soldier, Warrior Family Support Center Landscaping Day and PTSD-San Antonio
- **SAME-IFMA Facility Management Workshop** – Each year SAME requests the Post provide volunteers to help with this SAME National event held here in San Antonio

Suggestions and Ideas

The best thing about getting new members in the San Antonio Post is the ideas they bring to help us better achieve the goals and objectives of the SAME Strategic Plan, <http://www.same.org/Portals/0/2020StrategicPlan-2pgs.pdf?ver=2017-01-10-105124-893>.

If you have an idea, contact the one of the following or send an email to samesatx@gmail.com.

- Post Meeting Program/Speaker – Personal Growth Director
- Professional Development Director
- Young Member Director
- STEM: K-12/STEM Coordinator
- Small Business Issue: Small Business Outreach Coordinator
- College Outreach: College Outreach Coordinator or Student Chapter Mentors (for university specific issue)
- College Scholarship Director
- Readiness/Infrastructure Resilience: Resilience Director
- New Partnerships: Relationships Director
- Wounded Warrior/Troop Support: Coordinator and Community Service Coordinator
- Mentoring- Fellows and Leadership & Mentoring Directors
- Awards Committee Chair
- Communication: Web Manager

Contact us

Web: <https://www.same.org/satx>

Email: samesatx@gmail.com

Address: SAME San Antonio
Post 20770 US Hwy 281 N, Ste. 108
PMB 451
San Antonio, TX 78258

Thank you for being a member of our
San Antonio Post. We hope this information
helps, but if you have any further questions
just let us know.