



ABOUT THE ADVOCACY COMMITTEE

The purpose of the advocacy committee is to represent the interests of the business community and advocate for their needs and concerns. This committee plays a crucial role in shaping the Chamber's advocacy agenda, which helps to advance the mission of the Chamber. Committee members will provide input, help plan activities and foster lasting relationships with local officials, government and the community-at-large. This group will remain nonpartisan and will focus on issues and policies rather than parties and affiliations.

Here are some key functions and roles of the advocacy committee:

- 1. Policy Advocacy:** The advocacy committee identifies issues and policies that impact local businesses and the overall business climate. They research, analyze, and develop positions on various topics, such as taxation, regulation, trade, workforce development, infrastructure, and other relevant matters.
- 2. Engagement with Local Officials:** The committee serves as a bridge between the business community and local representatives. They engage in regular communication with elected officials, government agencies, and policymakers to advocate for the interests of the Chamber's investors and voice their opinions on proposed legislation and regulations.
- 3. Monitor Legislation and Regulations:** The advocacy committee tracks and monitors proposed laws and regulations at the local, regional, and national levels. They keep the Chamber's investors informed about potential impacts on their businesses and gather feedback to inform their advocacy efforts.
- 4. Coalition Building:** In some cases, the committee may collaborate with other business organizations, trade associations, and community groups to form coalitions. This strengthens their collective voice and enhances their ability to advocate for shared interests and objectives.
- 5. Community Education:** The committee will conduct educational initiatives to inform Chamber investors and the public about the importance of specific policies, economic issues, and the role of businesses in the community's well-being.
- 6. Economic Development Support:** The advocacy committee may also work on projects and initiatives that promote economic growth, attract investment, and support local business and entrepreneurship.
- 7. Networking and Building Relationships:** Building positive relationships with government officials and policymakers is essential. The committee may organize events, meetings, and networking opportunities to foster constructive dialogue and understanding between businesses and government representatives.
- 8. Responding to Crises:** During times of economic uncertainty or crisis, the advocacy committee may play a critical role in advocating for emergency support, relief measures, or policy adjustments to mitigate the impact on the local business community.

Overall, the advocacy committee at a Chamber of Commerce acts as a powerful advocate for the collective interests of businesses in the region and strives to create a favorable environment for their growth and success.

COMMITTEE APPLICATIONS

Applications are accepted by individuals who are employed by, or own a Chamber investor business that is in good-standing with their Chamber membership. Applications are accepted on an ongoing basis and can be found on the Chamber website, as well as at the Chamber office by request. Each application will be reviewed by the Chamber team for completeness, then forwarded to the committee chair for approval on a monthly basis.

The makeup of the committee shall be a representation of the Chamber's membership with diverse business and industry. It is recommended that each committee member represent a different industry and that only one representative serve from each investor business.

MEETING SCHEDULE

The advocacy committee meets monthly. Each meeting will be one hour long and offered in a modality that is selected by the committee majority. Additional meetings may be called by a Chamber team member when additional planning is needed for upcoming events or activities.

TIME COMMITMENT

The time commitment for committee members will vary depending on engagement with sub-groups within the committee, and which specific activities you participate in as a committee representative. The typical time commitment for this committee will be approximately 1-2 hours/month. You are encouraged to attend regularly scheduled meetings to stay informed of current and future happenings. Committee members with extended absences or a lack of regular participation will receive an accountability check-in from the committee's executive leadership group.

Regular and active participation in committee-led activities is expected, however, this is a volunteer position and it is understood that personal and professional schedules will determine your participation level.

STATEMENT OF REPRESENTATION

As a Chamber committee member, you will be asked to sign a conflict of interest statement as well as a confidentiality agreement. At times, there may be sensitive and/or confidential information discussed.

Committee members should conduct themselves in a professional manner to uphold the organization's image and foster positive relationships. Not only are you representing your investor business, you are also representing the Chamber.

Activities of the committee shall be vetted/approved by either the Chamber's Director of Investor Relations or the CEO. The individual opinions or actions of a committee member outside of committee activities shall not be expressed as the viewpoint of the Menomonie Area Chamber & Visitor Center.

Committee members agree to provide a positive Chamber outlook to the public. Concerns or constructive feedback should be provided to the Chamber staff by way of private communication.

COMMITTEE STRUCTURE & TERM LIMITS

The advocacy committee is structured with an executive team that consists of a Chair, a Vice Chair, a Past Chair and a Secretary. The remaining committee members are considered Members at Large. Each position has a one-year, renewable term limit.

In addition to an executive leadership team, the advocacy committee may at times include short term action positions that are event or activity specific.

A Chamber staff will be assigned as the advocacy committee liaison and will be present for all committee and executive leadership team meetings.

Executive Leadership Team

It is recommended that the **executive team meet twice per year** to assist the Chamber team with goal setting for this committee. The roles and responsibilities within the executive leadership team include:

- **Chair:** Set agendas for and lead monthly meetings, provide strategic direction, report quarterly to the Chamber Board of Directors and provide general leadership to the group including individual and group accountability actions.
- **Vice Chair:** Assume Chair responsibilities during Chair's absence, provide leadership support tandem with Chair for individual and group accountability actions. A Vice Chair position does not assume succession for a future Chair position.
- **Secretary:** Capture meeting minutes, update activity participation records, distribute calendar requests for upcoming meetings and distribute past meeting minutes to committee.