

## ABOUT THE YOUNG PROFESSIONALS STEERING COMMITTEE

The purpose of the Young Professionals Steering Committee is to engage and support young professionals in the business community. This committee is designed to provide networking opportunities, professional development, and resources for individuals who are early in their careers or business ventures. The goals of the YP program include:

**Networking:** Facilitating connections among young professionals to build relationships, share ideas, and create a supportive professional network.

**Professional Development:** Offering programs, workshops, and events that contribute to the growth and development of young professionals in their respective fields.

**Community Involvement:** Encouraging active participation in community service and civic engagement activities to foster a sense of social responsibility among young professionals.

**Advocacy:** Representing the interests and concerns of young professionals within the larger business community and advocating for policies that support their needs.

**Mentorship:** Providing mentorship opportunities where experienced professionals can guide and support younger counterparts in their career journeys.

**Educational Resources:** Offering resources and information that can help young professionals stay informed about industry trends, business practices, and relevant issues.

**Collaboration:** Fostering collaboration and partnerships among young professionals and local businesses to promote economic growth and innovation.

This committee aims to cultivate the next generation of leaders, encourage retention of talent within the local community, and contribute to the overall vibrancy and success of the business environment.

### Why should employers encourage participation in the YP Steering Committee and ongoing YP activities?

**Retention:** By supporting the Menomonie Young Professionals, local businesses can help their employees form bonds with other professionals and the community. This sense of connection enhances employee satisfaction and contributes to talent retention.

**Development:** The committee aids employees in their growth as leaders and valuable assets to their respective organizations. Professional development opportunities provided by Menomonie Young Professionals contribute to the overall skill enhancement of the local workforce.

**Branding:** Actively participating in and promoting Young Professionals events aligns businesses with the development and growth of the community. It also serves as a branding strategy, getting the business name out in the community and reinforcing its commitment to supporting the next generation of leaders.

## **COMMITTEE APPLICATIONS**

Applications to join the YP committee are accepted from 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 YP committee shall be a representation of the Chamber's membership with diverse business and industry. It is recommended that each Ambassador represent a different industry and that only one representative serve from each investor business.

## **MEETING SCHEDULE**

YP meet one time per month during a time and day determined by the committee members. Meetings typically last one hour and are offered either in person or virtually, dependent on the agenda topics and committee availability.

## **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 are endorsed as representatives of the Chamber. 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 committee members and the committee as a whole should be vetted or approved by either the Chamber's Program Manager or the CEO.

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 YP steering committee is structured with an executive team that consists of a Chair, a Vice Chair, and a Secretary. The remaining committee members are considered Members at Large. Renewal for the next year's committee shall take place in October.

In addition to an executive leadership team, the YP steering committee may include special activity Chair positions, which allows additional leadership opportunities for individuals with special interests.

A Chamber staff will be assigned as the YP steering committee liaison and will be present for all YP 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.