



COMMITTEE CHARTER *(2011 - 2012)*

MANDATE STATEMENT	The Young Professionals Committee maintains to garner interest in the water industry students in Ontario and to provide Young Professionals opportunities for professional skills development, networking and inter-disciplinary dialogue while cultivating future leaders and facilitating succession planning within the industry.
OBJECTIVES	<ul style="list-style-type: none">• Maintain an diverse group of dedicated Young Professionals from various disciplines, organizations and professions within the water industry to serve and direct the Committee• Raise the profile of the water industry and its diverse professions at the undergraduate and post-graduate level at universities and colleges with active water-related programs• Provide opportunities for professional networking and foster dialogue amongst Young Professionals in various roles and disciplines within the industry• Provide Young Professionals with opportunities for professional development and mentorship• Increase the technical knowledge base amongst Young Professionals through information sharing and communication• Initiate and support university and college chapters through guidance, leadership, encouragement, resource provision and governance• Encourage undergraduate and post-graduate student participation in the Association• Promote Young Professional awareness and represent the voice of Young Professionals in the water industry• Collaborate with the Water Environment Association of Ontario (WEAO) New Professionals Committee to create better and more inclusive social and technical events and increased opportunities for interdisciplinary exposure and professional development
DELIVERABLES	<ul style="list-style-type: none">• Organize and host an annual comprehensive technical seminar on a current issue of particular relevance to the water industry at least once per year• Work with the Program Committee to organize and deliver YP activities at the OWWA/OMWA Annual Conference and promote the YP agenda• Organize and host facility tours of interest to the water industry• Host social events in conjunction with WEAO• Write and submit the YP Report to the OWWA Pipeline publication on a quarterly basis on the status of the Committee and its various events and activities• Provide opportunities to liaise with other OWWA Committees• Review, revise and approve the Committee Charter on an annual basis



YOUNG PROFESSIONALS COMMITTEE

MEMBER COMMITMENTS	<ul style="list-style-type: none"> • Represent YP Committee interests to OWWA members, non-members within the water industry and the general public • Participate and contribute to all Committee meetings and other events • Respond to emails, phone calls and requests from other Committee members • Fulfill commitments made to other Committee members, OWWA members, and volunteers in a timely manner • Respect and consider other Committee members’ ideas and opinions • Discuss issues in a respectful and constructive manner
ROLES	<p>YP Chair</p> <ul style="list-style-type: none"> • The YP Chair leads the Committee and reports directly to the OWWA Board of Directors. The Chair organizes Committee meetings, sets formal agendas, communicates with the OWWA and other Committees, handles all budgeting and finances, speaks on behalf of the Committee at various functions and events, delegates responsibilities and, in the case of a dispute within the Committee, acts as final arbitrator on Committee issues <p>Past-Chair</p> <ul style="list-style-type: none"> • The Past-Chair provides support to the incoming Chair. The Past-Chair may be consulted regarding the context of various issues and past decisions made by the Committee and may provide the Chair with guidance. <p>Vice-Chair</p> <ul style="list-style-type: none"> • The Vice-Chair works closely with the Chair on all Committee issues in the context that he/she shall take on the role of Chair in following year. The Vice-Chair may take the place of the Chair if he/she is unavailable for Committee meetings or other events. <p>Sub-Committee Team Lead</p> <ul style="list-style-type: none"> • The Sub-Committee Team Lead is the designated responsible person for all deliverables of their Sub-Committee. The Sub-Committee Chair takes initiative to ensure all deliverables and goals are met on schedule. He/she communicates with stakeholders, organizes meetings and resources, delegates responsibilities and represents his/her team at Committee meetings and other events. <p>Sub-Committee Co-Lead</p> <ul style="list-style-type: none"> • The Co-Lead works closely with the Team Lead on all Sub-Committee issues in the context that he/she shall take on the role of Team Lead in the following year <p>Sub-Committee Member</p> <ul style="list-style-type: none"> • Sub-Committee Members actively participate in their respective Sub-Committees by attending all Sub-Committee meetings and delivering on commitments. Sub-Committee Members support the Sub-Committee Chair in achieving all deliverables and may take the place of the Sub-Committee Chair if he/she is not available at Committee meetings and other events.



MEMBERSHIP	<p>While the Young Professionals Committee aims to be inclusive of all who are interested in participating in the Committee it may be necessary at times to limit membership for practical reasons.</p> <p>The Committee shall try to maintain on an annual basis an active membership of between 20 and 25 Young Professionals.</p> <p>As committee membership approaches the upper threshold the Committee should consider the creation of branch Committees in local areas of high participation.</p>
DECISION MAKING & QUORUM	<p>The following issues must be formally voted on within the context of a planned Committee meeting to which all members are invited:</p> <ul style="list-style-type: none">• Committee Charter ratification• Chair, Vice-Chair and Sub-Committee Chair selection• Committee member expulsion <p>All other issues are discussed and decided upon in planned Committee meetings to which all members are invited. In the case of a dispute which cannot be settled the Committee Chair shall act as final arbitrator and make a binding decision.</p> <p>A quorum will be at minimum ten Committee members including at least one of either the Chair or Vice-Chair of the Committee</p>
UPCOMING MILESTONES	<ul style="list-style-type: none">• Expand University/College chapters in conjunction with WEAO New Professionals Committee:<ul style="list-style-type: none">○ University of Ottawa/Carleton○ Durham College
EXISTING STUDENT CHAPTERS	<ul style="list-style-type: none">• University of Toronto (Est. 2005)• University of Waterloo (Est. 2008)• University of Western Ontario; WEAO/OWWA Joint Chapter (Est. 2010)• University of Guelph, WEAO/OWWA Joint Chapter (Est. 2010)• Creation of new, amalgamated NP/YP student chapters
LONG-TERM GOALS	<ul style="list-style-type: none">• Investigate water/wastewater graduate job fair with WEAO NPs• Creation of new, amalgamated NP/YP student chapters• Continuing support and sustainability of existing student chapters
REVISION	11/03/09 (Rev. 1); 02/28/11 (Rev. 2)