



Young Professionals Council Executive Committee

Committee Summary:

The Executive Committee (EC) of the Young Professionals Council (YPC) works with the Center Liaison(s) to help guide YPC achieve its objectives:

- Develop and empower a network of young LGBT professionals and their allies to preserve and grow The San Diego LGBT Community Center for future generations; and
- Foster a culture of diversity, service, leadership, advocacy and camaraderie among LGBT and allied San Diegans.

YPC EC Members are asked to help the Liaisons recruit folks to join/participate in YPC and the YPC Academy, support the YPC Academy Graduation, and are expected to represent The San Diego LGBT Community Center (The Center) and YPC in an appropriate and professional manor when out in the community.

Attendance:

EC Members must be able to attend a monthly EC meeting on the 3rd Tuesday of the month from 6-7:30pm, located at The Center. Additionally, EC members must strive to plan YPC events that they themselves are able to attend. Participation at YPC meetings and activities is mandatory, and absences will impact your standing on the EC, if elected.

Co-Chair (vote for 2)

- Collaborate with the YPC Liaisons in working to achieve YPC's objectives;
- Work to grow YPC and the impact the program has on the community and emerging leaders; and
- Create cohesion and collaboration within the entire EC.
- This person is someone who likes to organize and bring people together.

Secretary/Treasurer

- Work together with the YPC Liaison's to ensure that current and accurate records are kept of the YPC membership;
- Work closely with YPC Liaisons to ensure budget goals for the organization are met;
- Take and distribute the minutes of each EC meeting, including Members in attendance, votes and decisions; and
- Work with YPC Liaisons to create and distribute messaging for YPC (via email, social media, etc.).
- This person is detail-oriented, organized and has good communication skills.

Community Engagement Chair

- Seek out opportunities for YPC to participate in Center and other community activities; and
- Organize YPC's participation in The Center's signature events- AIDS Walk San Diego and Dining Out For Life.
- This is a person who like to take on two big projects, and meet lots of new folks.

Membership Chair

- Serve as the first point of contact for prospective members who seek out information about YPC.
 - Provide prospective members with membership criteria and information
 - Ex: Send them a “welcome” email with information about YPC’s upcoming events.
- Collaborate with fellow executive committee members in the promotion YPC, and the retention of YPC members.
- This is a person who likes to meet new people and interested in growing YPC’s network.

Member-At-Large (vote for 2)

- Lead and/or work on special projects; and
- Assist other EC members as needed.
- This is a person who likes to step up, say yes, and lead.