

**EMERGING WATER PROFESSIONALS COMMITTEE**  
**JOB DESCRIPTION**



**Name of the Committee:** Emerging Water Professionals Committee

**Purpose:** Engage younger members and those new to the industry with the ultimate goal of getting them integrated and more involved in MWWA and participating as active volunteers.

**Organizational Structure and Terms:**

Leadership team:

- Co-Chair (1): 1 Year term
- Co-Chair (2): 1 Year term (then moves to Co-Chair 1 position)
- Secretary: 1 Year term (then moves to Co-Chair 2 position)

Outreach Coordinator: 2-Year term (with the option to extend a year)

Committee Members: 2-Year term. After two years on the EWP Committee, members are encouraged to explore other committees and opportunities in MWWA but are of course welcome to also continue on the EWP Committee for whatever duration is desired.

**Committee Tasks/Deliverables During a Year**

- Treat & Meets = 4 per year
- Intern Roundtable = At least 1 per year (Summer); others as possible
- Summer Expo
  - Hike to the Summit
  - KanJam Tournament
  - Ambassador/Volunteer Opportunities (Registration, Raffles)
- Networking Events = At least 1 per year (WooSox, Quabbin Hike, Trivia, etc.)
- Committee Liaisons = Share updates
- Suggestions for other opportunities/partnership with other committees are welcome!

**Committee Meeting Schedule:**

One 30-minute Zoom meeting a month (currently 4<sup>th</sup> Tuesday of the month @ 11AM)

**Responsibilities and Time Commitments**

1. All MWWA Committee Members (on any committee)

- Annual Planning Session (December)

All MWWA Committee members gather for a working meeting to collaborate on the priorities for the next year and enjoy a Taco Salad lunch. 1 Day (Ends ~2:30PM)

## 2. EWP Committee Members – Expectations for Participation

### All Committee Members:

- Regularly attend the monthly EWP Committee Meetings (30 minutes/month)
- Attend 1 MWWA Membership Meeting (Typically the Summer Expo in August at Wachusett Mountain's Base Ski Lodge). ~1 Day (Ends ~2:30PM)
- Attend 2 EWP Committee events such as T&M, WooSox (~3 hours)
- Do 1 of the following
  - Be an Event Champion (2 additional hours planning in addition to the event)
    - Treat & Meet
    - Networking Gathering (such as WooSox)
    - Expo Lead (KanJam, Hike to the Summit)
  - Participate in a School Outreach event or Intern Roundtable
  - Be a Liaison to another MWWA Committee and cross pollinate

### Outreach Coordinator's **Additional** Responsibilities:

- Plan 1 intern roundtable (3 hours)
- Partner with the Operator Committee to line up EWP Committee participation at 2 School Events per year (3 hours)

### Co-Chairs' **Additional** Responsibilities

- Attend 1 additional MWWA Membership meeting (2 total)
- Attend 1 additional EWP Event (3 total)
- Attend the quarterly MWWA Joint BOD / Committee Chair Meetings (2 hours?)
- Work with the Secretary to prepare monthly EWP Committee Meeting agendas and review draft Meeting minutes (15 minutes)

### Secretary's **Additional** Responsibilities:

- Attends the same additional MWWA Membership Meeting and EWP Event as Co-Chairs
- Responsible for EWP Committee Meetings Agendas and Meeting Minutes (in partnership with Co-chairs) (1 hour per month)
- Manages the EWP Committee Roster (in partnership with MWWA Program Coordinator) (1 hour per year)

MWWA Program Coordinator Responsibilities (as Staff Liaison to the EWP Committee):

- Is a full partner to the entire committee, a regular meeting participant, attends all EWP Events, provides support to Secretary for Agendas and Minutes and to Event Champions for all events.