



## Social Committee Terms of Reference

### I Purpose

To advise and assist Council in carrying out the Association's meeting, entertainment and social programs for the benefit of members of Engineers Yukon.

### II Committee Goals

- a) Identify and promote social and/or entertainment activities/events of interest/importance to Association members and stakeholders.
- b) Develop appropriate Association strategies and identify resources required to implement Association social and/or entertainment activities/events.

### III Committee Activities

- a) Plan and organize Association social events such as meeting and conference entertainment activities, field trips, speakers' forums, public presentations and other social events identified by members of Council and staff.
- b) Identify and, where required, obtain the resources necessary to organize and coordinate the Associations social/entertainment venues.



## IV Structure and Operations

- a) Council appoints a member of Engineers Yukon as the Chair for a three-year period. The Committee shall supply Council with recommendations. Nothing precludes the same person from serving more than one three-year period as Chair if Council agrees.
- b) Council shall decide who will act as Liaison between the Committee and Council.
- c) The Committee members shall serve at the pleasure of Council.
- d) If Council has any guidance or direction for the Chair and the Committee including that of the committee's mandate, Council shall explain and discuss it with the Liaison, or in the absence of a Liaison the Committee Chair, who will take the information to the Committee for action.
- e) The Committee Chair and/or Liaison shall report to Council on a monthly basis. There is a standing item on the Council meeting agenda for updates from all Committees.
- f) The Chair of the Committee will provide a written report on the previous year's activities by January 31<sup>st</sup>, to be included in the AGM package for members.
- g) The Committee members should represent a broad spectrum of the Engineers Yukon constituency.
- h) The Chair of the Committee will represent the Committee to its counterpart at Engineers Canada, subject to approval by Council.
- i) No member of the Committee shall communicate on behalf of Engineers Yukon unless they receive prior approval from Council.
- j) All external communications must receive approval by Council before release.
- k) Non-members of Engineers Yukon may be included on the Committee at the discretion of the Chair.
- l) The Committee may create sub-committee(s) as required, subject to approval by Council.

***Approved by Council: March 14, 2017***