



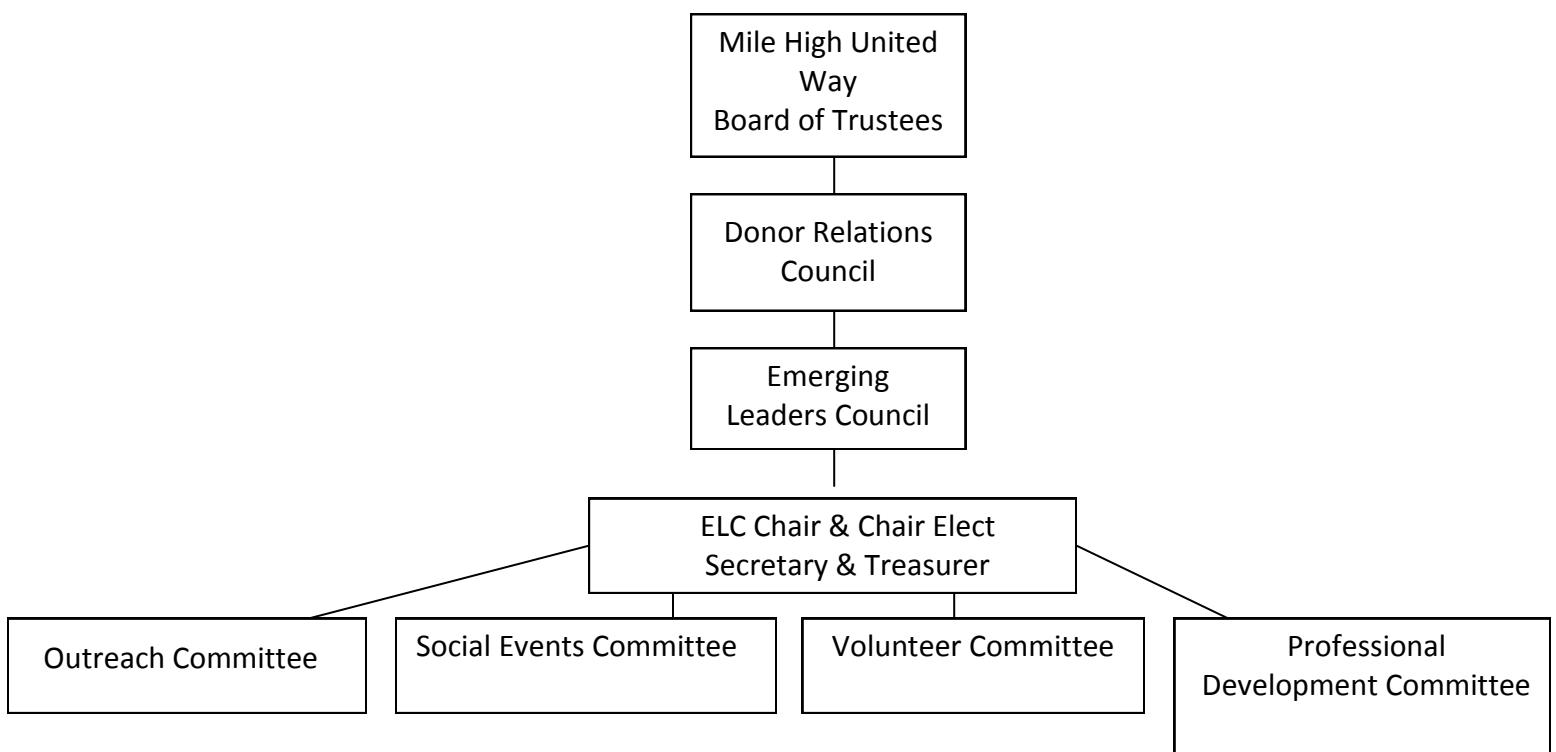
**Mile High United Way Emerging Leaders Council**  
**Steering Committee Roles and Responsibilities - 2012**



**Emerging Leaders Council Overview**

The Mile High United Way Emerging Leaders Council brings the passion and philanthropic power of young professionals together to create a better community by advancing the common good through the mission and programs of the Mile High United Way. Through the development of emerging leaders in the community, we inspire, educate and empower others to bring about meaningful change.

Emerging Leaders Council Steering Committee members enjoy many benefits and exclusive events throughout the year designed to help members improve leadership skills, learn about the community, and increase personal contacts.



**Steering Committee Overview**

Emerging Leaders Council Steering Committee members are responsible for serving as ambassadors in the community for Mile High United Way by helping build relationships between Mile High United Way and Emerging Leaders Council members and prospective members. The Emerging Leaders Council Steering Committee is also an active member of the Mile High United Way's Donor Relations Council, responsible for raising the funds needed to invest in Mile High United Way's programs and services. Emerging Leaders Council Steering Committee members work to expand Emerging Leaders Council membership and perform tasks specific to their committees which support the vision, mission, and strategic direction of the Emerging Leaders Council and Mile High United Way.

## Steering Committee Member Expectations

### Committee Meetings:

- Attend and actively participate in at least 75% of committee meetings. Committees meet monthly and conference call options will be made available for meetings as needed.

### Events:

- Promote and attend Emerging Leaders Council events (social, volunteer, professional development engagements).
- Attend a minimum of one event per quarter.
- The role of Emerging Leaders Council Steering Committee at events is to host, advocate and listen. Committee members are expected to welcome attendees and discuss Emerging Leaders Council/Mile High United Way.

### Special Projects and Initiatives:

- Participate in and provide support to Mile High United Way special projects and initiatives throughout the year such as assisting with grant application review processes, helping with Mile High United Way initiative development, and serving as liaison to other Mile High United Way councils.

### Other Duties:

- Outreach to other young professionals and encourage others to participate in the Emerging Leaders Council.

### Length of Emerging Leaders Council Steering Committee commitment:

- Minimum of 1 year

### Financial commitment:

- Annual donation of \$500 or more (monthly contribution of \$42 or more) with a minimum of \$250 going to Mile High United Way.

### Time Commitment – approximately 3-5 hours per month

- Committee Meetings (monthly or as needed)
- Events (at least 1 per quarter)
- Special projects/initiatives planning and coordination (as needed)

## Committees

Outreach Committee: To promote Emerging Leaders Council and Mile High United Way to members and the community and to create awareness, build our brand, and establish our group as a premier Young Professional Organization.

Social Events, Volunteer, Professional Development Committees: To provide opportunities for Emerging Leaders Council members and interested members to connect with other like-minded young professionals and established community leaders through social events, volunteer service projects, and professional development engagements.

## Leadership Positions

Emerging Leaders Council Chair and Chair-elect, Secretary, Treasurer, Outreach Committee Chair, Social Events Committee Chair, Volunteer Committee Chair, Professional Development Committee Chair

Committee Chairs will be responsible for the overall coordination of their committee's work for the year. In addition, they will serve as part of the leadership team that plans and coordinates Emerging Leaders Council Steering Committee activities and meetings for the year. The leadership team will be bi-monthly and as needed to strategize and execute plans for the overall Emerging Leaders Council.

Time Commitment - leadership role will require a time commitment of 5-8 hours a month

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## **OUTREACH COMMITTEE**

Purpose: To promote Emerging Leaders Council and Mile High United Way and to create awareness, build our brand, and establish our group as a premier Young Professional Organization.

Roles and Responsibilities:

- Participate in all SC and committee meetings
- Develop and execute an Emerging Leaders Council membership strategy to engage current Emerging Leaders Council members and the young professionals community in Mile High United Way
- As part of the strategy, identify specific and measurable goals and objectives for outreach for the year and implement activities necessary to meet them

## **SOCIAL EVENTS COMMITTEE**

Purpose: To provide opportunities for our members and prospective members to connect with other like-minded young professionals, established leaders, and the community through social events that help promote the mission and services of the Mile High United Way. To raise funds for Mile High United Way and engage new young professionals in the mission of Mile High United Way through successful fundraising events.

Roles and Responsibilities:

- Participate in all Steering Committee and subcommittee meetings
  - Develop and execute a strategy for social events for the year including plans for marketing, budget, and promotion of the events
  - Host 4 successful social and/or fundraising events in 2012
  - As part of the strategy, identify specific and measurable goals and objectives for social and fundraising events for the year
  - Serve as Mile High United Way liaisons for all external events for the Emerging Leaders Council
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## **VOLUNTEER COMMITTEE**

Purpose: To provide opportunities for our members and interested members to connect with the community through volunteer service projects and understand the unique position and mission of the Mile High United Way in our community.

Roles and Responsibilities:

- Participate in all Steering Committee and subcommittee meetings
  - Develop and execute a strategy for volunteer events for the year including plans for marketing, budget, and promotion of the event
  - Host a minimum of 6 successful volunteer events in 2012
  - As part of the strategy, identify specific and measurable goals and objectives for volunteer events for the year
  - Serve as Mile High United Way liaisons for all external events for the Emerging Leaders Council
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## **PROFESSIONAL DEVELOPMENT COMMITTEE**

Purpose: To provide opportunities for our members to connect with established community leaders through professional development engagements.

Roles and Responsibilities:

- Participate in all Steering Committee and subcommittee meetings
  - Develop and execute a strategy for professional development events for the year including plans for marketing, budget, and promotion of the event
  - Host 4 successful professional development events in 2012
  - As part of the strategy, identify specific and measurable goals and objectives for professional development events for the year
  - Serve as Mile High United Way liaisons for all external events for the Emerging Leaders Council
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