



COMMITTEE APPLICATION

Name: _____

Company/Organization: _____

Work Phone: _____ Cell Phone: _____

E-Mail Address: _____

Are you currently, or formerly, involved with any other MetroNorth Chamber of Commerce committees? If so, which committee(s):

I would like to be a part of the Working with Women Committee because:

I would be a good candidate because: _____

The Working with Women Committee meets once a month from 9-10 am on the Wednesday **after** our monthly Working with Women meeting. Do you have any conflicts that would prevent you from attending these meetings on a regular basis?

Yes: _____ No*: _____

You will be asked to join a Working with Women subcommittee (Hospitality, Engagement, Marketing or Philanthropy). Subcommittees exchange emails and have occasional meetings, about an extra hour time commitment per month. Are you willing to serve on a subcommittee?

Yes: _____ No*: _____

The attached page outlines the commitment expected of a Working with Women Committee member. Do you agree to honor this commitment?

Yes: _____ No*: _____

*Please explain any "no" answers:

APPLICANT'S SIGNATURE: _____ DATE: _____

Thank you for applying! A Working With Women Co-Chair will contact you soon.



WORKING WITH WOMEN COMMITMENT

Vision Statement: To provide networking, support, and resources to fellow business professionals in the community.

Purpose: The Working with Women (WWW) Committee aids MetroNorth staff in organizing and promoting regular monthly networking meetings. It also assists with the planning of special events such as lunch and learns and after-hours networking opportunities.

Committee Responsibilities:

- Attend 50% of WWW meetings
- Attend 75% of committee meetings
- Assist in the planning of speakers, topics, and locations of events
- Participate in at least one subcommittee
- Assist with monthly agendas and power points for WWW meetings
- Assist with check-in, set-up and tear down at WWW events
- Promote WWW to other members and not-yet members of MetroNorth
- Assist with engagement on the Working with Women Facebook page
- Provide feedback to MetroNorth Chamber on WWW

Committee Structure:

- Committee meets the Wednesday after each monthly meeting
- Up to 12 MetroNorth members can serve on the committee
- Terms are 3 years in length; members can choose to serve again
- Members can be asked to resign or take leave if they miss 25% of committee meetings or 50% of WWW networking meetings
- At least 3 persons on each subcommittee, rotating on at least a yearly basis

Co-Chair Responsibilities:

- Co-chairs are annually elected by the committee
- Co-chairs may serve no more than two consecutive one-year terms
- Up to 2 co-chairs may serve simultaneously
- Co-Chairs take turns facilitating WWW monthly and committee meetings or finding appropriate MC
- Work with Chamber staff on approving monthly agendas, budget items, and other needs
- Attend Chamber Committee Chair Summit, Board Strategic Planning Session/Goals Update, etc. as requested and available