

2023-2024 House of Delegates of the Future: Emerging Leaders Work Group Charter

Work Group Title: HOD of the Future: Emerging Leaders

Work Group Description: The intent of this work group is to continue the 2022-2023 HOD of the Future discussion, particularly as it pertains to Emerging Leaders. This Work Group will meet biweekly and utilize the previous work group deliverables from 2021-2022 and expand the discussion to include questions such as:

- What are barriers of entry to the HOD for emerging leaders?
- What can the HOD do to support emerging leaders?
- How can the HOD help the MAs better utilize their emerging leaders?
- Do any MAs have programs or initiatives specific to their emerging leaders?

The Work Group discussions are not limited to these questions, and the intent of the Work Group is to evaluate additional topics as it pertains to DAL.

This work group will last for a duration of six months (6) months beginning in April 2024.

Subgroup Descriptions: *(if applicable)*

Work Group Co-Chair: Haley Goddard

Work Group Co-Chair Contact Information: HGoddard@cleanwater1.com

Work Group Co-Chair: Tina Sheikhzeinoddin

Work Group Co-Chair Contact Information:

Sub-Group Subcommittee Leaders: *(if applicable)*

Work Group Goals and Deliverables:

- Poll: How can the HOD identify and recruit emerging leaders?
- Poll: Identify MA's current emerging leader programs and initiatives.
- List of recommendations for consideration by the Speaker, Speaker-Elect, Board of Trustees, and WEF staff.
- Proposed updates to the Policies and Procedures
 - Insert edits directly into a copy of the Policies and Procedures with tracked changes.

- List of any other outcomes from all of the efforts of the Work Group to meet the stated goals.

Work Group Schedule of Deliverables:

Speaker of the House Report Dates:

- *Mid Year –*
- *Spring –*
- *Summer –*
- *Final –*

Internal Review Deadlines: To be determined by Work Group Co-Chairs

Work Group Schedule of Conference Calls: biweekly at a day/time determined by the work group co-chairs

Work Group Member Expectations:

Duties and Responsibilities of Work Group Co-Chairs:

- Act as a liaison for HOD Steering Committee and Speaker of the House.
- Preside over the initial Work Group meeting at WEFTEC.
- Conduct Work Group progress meetings via conference call.
- Take minutes during the biweekly meetings and distribute an action item list following the meeting.
- Appoint Subgroup Leaders as needed.
- Prepare two written reports for the Speaker of the House describing the progress of the Work Group.
- Appoint presenters for the HOD meeting quarterly meetings and at each WEFMAX.

Duties and Responsibilities of Sub-Group Leader (as needed):

- Act as a liaison for the Work Group Co-Chairs.
- Preside over Sub-Group progress meetings.
- Attend and be prepared for Work Group progress meetings.
- Provide verbal updates of Sub-Group progress at monthly meetings or a written update if unable to attend.
- Provide four written updates for Work Group Leader to include in the Speaker of the House Quarterly Reports.

Duties and Responsibilities of all Work Group Members:

- Serve as a representative for your MA or constituency (DAL) during discussions.
- Participate in Work Group and Sub-Group calls on a regular basis.
- Be prepared for biweekly meetings and be responsive to email requests.
- *TBD by Work Group*

Work Group Roster:

