



2021 Your Professional Network (YPN) Committee Terms of Reference

Accountability

Your Professional Network Committee is an Operational Committee accountable to the CEO supporting specific operational strategies and initiatives.

Purpose of the Committee

The primary goal is to promote participation and engagement of all Board Members in a professional network. The YPN's community of REALTORS® uphold the values of leadership, professionalism and co-operation while facilitating learning experiences amongst network members. Through in person or virtual events, social media, and mentoring, YPN members seek to share their knowledge and learn from one another.

Responsibilities of the Committee

- To plan, promote, and conduct networking and educational events. Events should be cost recovery or revenue neutral.
- To suggest and prepare items for inclusion on social media channels, and to identify topics of interest for YPN event participants.
- To encourage communication and co-operation among Board Members of all ages and experience.

Committee Membership

- Maximum total of 12 Members.
- At least one Committee Member shall be a Director.
- The Chair does not need to be a Director.

Membership Criteria

1. Have a passion for supporting values of professionalism amongst REALTORS®.
2. Have a creative mindset and be an enthusiastic supporter of previous YPN events.
3. Be willing to actively promote and work at YPN events assisting with tasks such as registration, speaker confirmations and introductions, and attendance at the event.
4. Be willing to and have the time to follow through on tasks assigned by the committee.
5. Complete Leadership 100.

Voting

- Business arising at any meeting of this committee shall be decided by a majority of votes cast.
- If there is not a majority, the motion is lost.
- No committee member shall be entitled to vote by proxy.

Quorum

A majority of voting members of the Committee must be present to constitute a quorum.

Resources

- Resources and support services will be provided through the Marketing and Communications Department, as approved by the CEO.
- The Committee may be allocated an annual operating budget upon request to the Finance and Audit Committee.

Time Commitment

- Approximately 6 meetings per year (1-2 hours each).
- Additional time for work assignments related to planning, promoting, and organizing 2-3 events per year, plus attendance and setup/take down at the events.