



## APWA COMMITTEE CHARTER

### MEMBERSHIP ENGAGEMENT COMMITTEE

#### MISSION STATEMENT

The mission of the Membership Engagement Committee is to support APWA's strategic goal of fostering a welcoming and engaging membership experience that values the perspectives, experiences, and contributions of all members.

#### COMMITTEE RESPONSIBILITIES

The committee's responsibilities in support of APWA's Strategic Goals, Activities, and Initiatives are to:

- Welcome new members by displaying a sense of community, providing guidance and connections to foster a sense of "One APWA."
- Identify and facilitate engagement opportunities for all members, ensuring a variety of perspectives, expectations, and needs are represented and valued.
- Create welcoming spaces for members to share experiences, exchange ideas, and support one another.
- Proactively engage all membership segments, creating pathways for their active participation, leadership, and recognition within APWA.
- Inspire members from a wide range of backgrounds, experiences, and expertise to positively contribute to APWA through volunteer opportunities.
- Celebrate and appreciate volunteers by recognizing their efforts and the positive impact they make on public works.
- Showcase members' experiences, expertise, and contributions, ensuring a wide range of voices and perspectives are highlighted in *APWA Reporter* articles and other recognition efforts.
- Assess and recommend solutions to ensure engagement opportunities are open and available to all members, supporting full participation across the profession.

#### ORGANIZATION

**Chair:** The committee chair shall be appointed by the APWA President-Elect. The chair is responsible for the overall direction and management of the committee. The term of office for the chair shall be one year, but the chair may be reappointed for a second year by the APWA President-Elect. No committee member can serve more than a maximum of six years, including a maximum of two years as chair.

**Vice-Chair:** The committee may select a vice-chair. The vice-chair must be an appointed member of the committee. The vice-chair will serve as the chair in the event the committee chair cannot participate in a meeting. The vice-chair will also be responsible for convening and leading groups of corresponding members as appropriate. Selection of a vice-chair does not guarantee the individual will be appointed by the president-elect to the chair position when the position becomes vacant.

**Members:** The APWA President-Elect shall appoint up to nine voting members (including the chair), one from each of APWA's regions. Committee members serve a two-year term and may be appointed for up to three consecutive two-year terms. The qualification basis for appointment to this committee



is proven experience in creating programs, initiatives, or engagement strategies that actively support an environment where all members are valued, engaged, and empowered to contribute their perspectives and expertise.

**Corresponding Members:** The committee chair may designate any number of non-voting corresponding members as the need arises, especially to address areas of development that may not be fully represented by the committee. Corresponding members need not be APWA members. If they are invited to attend an in-person meeting, they must cover their own travel expenses.

Groups of corresponding members (subcommittees, knowledge teams, and work groups) may be formed as necessary to further the committee's mission. A group of corresponding members may be dissolved or established by a simple majority vote of the committee.

#### **FINANCIAL AND ADMINISTRATIVE SUPPORT**

All committee members are expected to attend PWX. APWA will fund one in-person committee meeting annually. Regularly scheduled meetings will be held virtually using APWA's meeting platform. Administrative support shall be provided by APWA staff.

#### **REPORTS**

The committee shall produce an annual work plan that aligns with the committee responsibilities outlined in this charter and APWA's Strategic Goals, Activities, and Initiatives. The chair or vice-chair shall work with the committee staff liaison to prepare the agenda and written summary of each meeting. The summary shall be provided to all committee members and may be posted on the APWA website as information to general APWA membership. Committee updates may also be requested periodically for submission to the APWA Board of Directors via the committee staff liaison.

#### **CHARTER CHANGES**

Amendments to this charter require a majority vote of the voting committee members present at a regularly scheduled meeting (when there is a quorum) and are subject to approval by the APWA Board of Directors.

#### **ATTACHMENT**

[APWA Strategic Goals, Activities, and Initiatives 2023–2026](#)

**Date of Board Approval: April 11, 2025. Amended charter approved May 23, 2025.**