

## **Title: Senior Member Engagement Task Force Charter**

**Effective Date: September 12, 2017**

**Revision: New**

**Supersedes:**

**N/A**

**Approved with Motion B1814**

### **Purpose**

The Senior Member Engagement Task Force is chartered to provide recommendations on how the Society can improve the participation and ensure that the perspectives of long-time SWE members are included in Society activities.

### **Background**

The Society is continually adapting its programs & services to reach the widest variety of member demographics. However, it's important to continue to include the experiences, perspectives and thoughts of members who have been in the Society for many years. These women bring a wealth of knowledge, leadership skills, and mentoring capacity that should be used for ongoing Society efforts.

### **Scope**

- In scope:
  - Definition of member demographic Task Force is targeting (i.e. senior, 'seasoned') & why
  - Evaluate current Society methods for engaging these members and why they are/aren't working
  - Recommendations on improvements for the following items w/ proposed ownership and timeline for implementation:
    - To provide a platform for effective exchange of and advice on ideas for the many issues facing the members of SWE, the operation of SWE, and women engineers in general. Included in this should be a recommendation on whether this platform fits within an existing SWE member engagement group or would be a new initiative.
    - To advocate for the best interests of the Society, its Mission, and its membership.
    - To develop best practices in uncovering unconscious bias within SWE policies and practices and practicing active diversity and inclusion in SWE groups.
    - To develop best practices regarding group communications among member-based teams.
    - To share leadership best practices with other operational groups in SWE (i.e. train the trainers)
    - To share leadership advice and lessons learned with current and future leaders of the Society, across all levels of the organization

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**Resources and References**

- Out of scope:
    - Establishing a separate entity to replicate a process already in place within the Society
  - SWE's Strategic Planning Process (owned by the Senate)
  - Senate Strategic Initiatives Procedure
  - Committee/Advisory Board Charters (available in SWE Resources)
  - Research.swe.org
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**Authority & Limitations**

- This charter is valid for 1 year
  - Task force has no budgetary authority.
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**Deliverables**

- Regular reporting on the activities of the task force to their BOD liaison.
  - Final recommendation package including timeline and ownership
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**Membership**

- Chair selected via Society Leader and Team Member Selection Procedure
  - 1 Member of Staff as designated by the Executive Director
  - 1 Member from the Membership Committee
  - 1 Member from the Leadership Coaching Committee
  - 1 Member from the Senate
  - 4 Members of the Society not associated with a committee via a general call for volunteers as specified in the Society Leader and Team Member Selection Procedure
    - Preference will be given to members who are Fellow grade and/or Past Presidents or those with significant membership history/leadership experience
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**Criteria for Success**

- Actionable recommendations to improve the participation of long-time members
  - Actionable recommendations to include the perspective of long-time members in SWE's programs & services
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**Report To**

Director, Membership Initiatives

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**Duration**

1 year from chartering

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