



APWA COMMITTEE CHARTER

LEADERSHIP AND MANAGEMENT COMMITTEE

MISSION STATEMENT

Advance public works professionalism through research, application and advocacy of innovative leadership and best management practices. To provide resources to public works professionals in management and leadership.

OBJECTIVES

The principal objectives of the Leadership and Management Committee are to:

1. identify and develop content for Click, Listen & Learns/webinars;
2. curriculum development in leadership and management;
3. identify gaps in availability of information, education, and training in public works leadership and management;
4. develop/write articles for *APWA Reporter* and other public works related publications;
5. support the credentialing programs and help increase their visibility;
6. identify career development and workforce issues and paths;
7. identify industry trends, emerging technologies, and/or concerns related to leadership and management, including collaborating with the APWA International Affairs Committee and the Jennings Randolph Fellowship Program to identify international emerging technologies;
8. develop toolkits and how-to guides related to leadership and management;
9. make presentations at APWA and other organizations' conferences;
10. make APWA the go-to source that public works professionals seek out for information and education on public works leadership and management issues;
11. create closer ties with APWA chapters—get feedback from them about what public works professionals need in their areas to face the leadership and management challenges of these times;
12. develop strategic partnerships with the other public works related associations; and
13. serve as an expert resource by conducting research and gathering data on public works to serve as the voice for public works and infrastructure to the government and all media outlets.

ORGANIZATION

Chair: The committee chair shall be appointed by the APWA President-Elect. The chair is responsible for overall direction and management of the committee. The term of office for the chair shall be one-year but may be reappointed for a second year by the APWA President-Elect. No member of the committee can serve more than a maximum of 6 years including a maximum of 2 years as chair.

Members: The APWA President-Elect shall appoint up to six (6) voting members including the chair. 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 to be a “highly knowledgeable” subject matter expert in the specific area of committee responsibility. It is also recommended that geographical location of committee members be considered in the appointment process and be representative of APWA’s broad membership, and currently engaged in leadership and management. It is recommended that the committee be comprised of a combination of senior public works leaders and



emerging public works leaders. One committee member or corresponding member shall be selected by the committee to serve as a representative on the Professional Manager & Snow and Ice Award Committee.

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 a face-to-face meeting, they must cover their own travel expenses.

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

FINANCIAL AND ADMINISTRATIVE SUPPORT

The committee will participate every year in a combined meeting or in a collaborative effort that addresses the objectives of the committee and the APWA strategic plan. These expenses are reimbursable for committee members. The Leadership and Management Committee will also meet one-day prior to PWX. Committee members shall commit to fund their own travel and expenses to attend the committee meeting held at PWX. Generally, each committee meets by conference call up to ten times per year for approximately one-hour. Administrative support shall be provided by APWA staff.

REPORTS

The committee shall produce an annual work plan that takes into consideration review of APWA products and programs and addresses the objectives listed in this charter. A written summary of each conference call and in-person meeting shall be prepared by the chair or his/her designee. 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 at-large director.

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.

Date of Board Approval: June 23, 2017. Amended charter approved: March 9, 2018.