



## Outreach Committee Terms of Reference

### I Purpose

To support Engineers Yukon by planning and delivering outreach activities for the benefit of the public and the profession

### II Committee Goals

- a) Expose as many Yukon students as possible to engineering
- b) Promote gender equality and inclusiveness in engineering
- c) Enhance positive perception and correct negative perception about engineering in the general public, with emphasis on Yukon youth
- d) Provide role models for Yukon youth
- e) Provide Yukon youth with current information about realistic engineering career options

### III Committee Activities

- a) Provide support, volunteers, and content for various science, technology, engineering, and mathematics (STEM) initiatives led by external local groups such as Destination Imagination, Yukon Women in Trades and Technology, science fairs, Yukon Robotics, Girl Guides, Scouts, career fairs, and school requests.
- b) Plan and organize outreach activities aligned with the Program Goals.
- c) Establish a sub-committee to organize and run the Annual Bridge Building Competition
- d) Create and maintain a calendar of local STEM events to facilitate annual planning.
- e) Identify and provide opportunities for volunteer training related to facilitation and outreach initiatives.
- f) Maintain a toolkit of hands-on activities and presentations to be used in outreach initiatives.
- g) Meet monthly (or more frequently when necessary) to plan and organize the events; and
- h) Submit an annual budget to carry out the committee activities.



## IV Structure and Operations

- a) Council appoints a member of Engineers Yukon as the Chair for a three-year period. The Committee shall supply Council with recommendations. Nothing precludes the same person from serving more than one three-year period as Chair if Council agrees.
- b) Council shall decide who will act as Liaison between the Committee and Council.
- c) The Committee members shall serve at the pleasure of Council.
- d) If Council has any guidance or direction for the Chair and the Committee including that of the committee's mandate, Council shall explain and discuss it with the Liaison, or in the absence of a Liaison the Committee Chair, who will take the information to the Committee for action.
- e) The Committee Chair and/or Liaison shall report to Council on a monthly basis. There is a standing item on the Council meeting agenda for updates from all Committees.
- f) The Chair of the Committee will provide a written report on the previous year's activities by January 31<sup>st</sup>, to be included in the AGM package for members.
- g) The Committee members should represent a broad spectrum of the Engineers Yukon constituency.
- h) The Chair of the Committee will represent the Committee to its counterpart at Engineers Canada, subject to approval by Council.
- i) No member of the Committee shall communicate on behalf of Engineers Yukon unless they receive prior approval from Council.
- j) All external communications must receive approval by Council before release.
- k) Non-members of Engineers Yukon may be included on the Committee at the discretion of the Chair.
- l) The Committee may create sub-committee(s) as required, subject to approval by Council.

***Approved by Council: May 4, 2018***