



North American - Young Generation in Nuclear (NA-YGN)

INPO Chapter

Charter

(Updated 01/21/2011)

Hereinafter, the Institute of Nuclear Power Operations Chapter of North American Young Generation in Nuclear will be referred to as the NA-YGN INPO Chapter.

Mission Statement

The mission of the NA-YGN INPO Chapter is to develop nuclear professionals and build relationships among those, both new and experienced, who have an interest in the nuclear industry.

The NA-YGN INPO Chapter does not participate in nuclear power industry advocacy activities.

Goals:

Build relationships within the institute to facilitate knowledge transfer and professional development.

- Provide knowledge transfer and professional development opportunities for members.
- Represent the interests of young nuclear professionals within the industry at local, regional, and national gatherings.
- Seek and leverage opportunities to enhance recruitment and retention of young professionals in the nuclear industry.

Membership:

Membership for the NA-YGN INPO chapter is available to anyone who is interested and would like to participate.

Member Rights include voting for officers/board of directors. The duties of members include supporting the mission of the organization and participation in the collection of any applicable dues.

Board of Directors Roles and Responsibilities:

Chairperson: oversees the organizational structure of the INPO chapter; leads Board of Directors meetings; updates executive sponsors on projects and activities.

Vice-Chairperson / Knowledge Transfer Director: serves as an assistant to the chairperson, and in the event that the chairperson is unavailable, performs chairperson responsibilities; chairs Knowledge Transfer Committee (described below)

Vice-Chairperson / Public Relations Director: serves as an assistant to the chairperson, and in the event that the chairperson is unavailable, performs chairperson responsibilities; chairs Public Relations Committee (described below).

Secretary - oversees secretarial duties including greeting / hosting new members, maintaining meeting minutes and chapter records, and overseeing annual election process.

Treasurer: oversees the chapter's budget, expenses, and other financial matters.

Special Events Director: chairs Special Events Committee (described below)

Two Advisory Board Members: provide guidance and expertise.

Note: Advisory Board Member positions will be filled at the discretion of the Board of Directors.

As a committee, the **Board Members** are responsible for overall management of the chapter and represent the chapter at national conferences and events. All above Board Members have full voting rights at NA-YGN INPO Chapter Board meetings.

The Board of Directors will also be served by one or more **Executive Sponsors** who shall provide guidance and support, approve use of company funds, and perform other oversight functions. Executive Sponsors do not vote at NA-YGN INPO Chapter Board meetings, but may be present and / or provide guidance as deemed appropriate.

Committees:

Knowledge Transfer Committee: supports chapter goals by developing avenues for knowledge transfer within the chapter.

Public Relations Committee: supports chapter goals by working with Human Resources to identify opportunities to enhance recruitment and retention of young professionals in the nuclear industry. Additionally, this committee facilitates coordination of joint chapter events. This committee also includes a CAST Liaison, who coordinates joint events with CAST to perform community service projects.

Special Events Committee: supports chapter goals by planning and executing at least one networking event per quarter.

Activity Format:

- Local chapter activities will occur on a monthly basis.
- The chairperson and or vice-chairpersons will meet with Executive Sponsor(s) at least quarterly to discuss activities and projects.
- Board of Directors will meet every other month or as needed.
 - When necessary, the Board of Directors will conduct chapter business via email or other electronic communication.

Board of Directors Elections:

[See Election Process Addendum]

Funding:

The INPO Chapter will receive funding from one of the executive sponsors.