

Master Builders' Association Young Constructors Committee Guidelines

GENERAL YC STRUCTURE

The MBA Young Constructors function as a forum in which members can network, socialize, and exchange ideas on issues facing mid-career construction professionals. YC events are open to all interested MBA members without the need of a formal appointment process. To ensure direction and focus, the YC has an active committee, with elected officers. The YC Committee is comprised of no more than fifteen (15) professionals from MBA firms; of the committee makeup, at least two-thirds represent MBA Regular and Associate Members.

GENERAL YC PURPOSE

- To be an open forum to exchange ideas.
- To be an entry vehicle into the MBA, promoting new member involvement.
- To foster a strong network among peers.
- To create and promote industry innovation.
- To discuss the most important issues and provide feedback to MBA leadership.
- To help structure MBA for the future.

YC COMMITTEE

- The YC Committee responsibilities are as follows:
 - A minimum of one-year commitment to serving on the YC Committee;
 - Committee members are required to attend two-thirds of the YC meetings and events per year (the past three years the YC has averaged eight functions per year);
 - Each committee member's employer is obligated to contribute a fee of at least \$250 to the annual YC Holiday Party; and
 - Participate in achieving the YC's mission.
- The YC Committee will have a Chair, Vice Chair and Secretary who will serve two-year terms.
- The Vice Chair and the Secretary will be elected by the YC Committee and it is understood that the Vice Chair and Secretary will serve as Chair and Vice Chair following the two-year term.

NEW YC COMMITTEE MEMBERS

- Those interested in joining the YC Committee must submit:
 - The MBA YC Committee Application (pages 3 &4);
 - A letter of recommendation from an area construction professional; and
 - A signed commitment form (page 5) from your employer.

- Send completed application and all supporting documents: to Jon O'Brien (jobrien@mbawpa.org or fax 412.922.3729). YC Committee applications are on a rolling submission deadline.

- The YC Committee will acknowledge receipt and schedule a date to review and vote on all nominees within thirty (30) days. The YC Committee will take into consideration the composition of the current Committee and the number of slots available. They will be looking for nominees who:
 - Are willing and able to be an active Committee participant;
 - Can make at least a one-year commitment;
 - Have a history of attending past YC events;
 - Help diversify the Committee in terms of representation within the MBA and the type of work the firm performs; and
 - Complete all portions of the application, including providing a commitment from the employer and a letter of recommendation.

- New members will be notified as soon as a decision is made, and their term will begin at the next scheduled YC Committee meeting or event.

- Any nominees who are not appointed to the YC Committee will be given more information about MBA committees and strongly encouraged to join those of interest to them.

MBA YC COMMITTEE APPLICATION

Thank you for your interest in the MBA Young Constructors. Please provide the following information:

PART ONE

Full Name: _____

Title: _____

Company Name: _____

Company Address: _____

Phone: _____ Fax: _____

E-mail: _____

Type of work company performs? _____

Number of years with company? _____

Number of years in the construction industry? _____

Name of last YC event you attended? _____

How many YC events have you attended? _____

Have you ever been involved in any other MBA Committees? _____

If yes, please list the committees, your involvement and impression of the committee:

MBA YC COMMITTEE APPLICATION

PART TWO

Why do you want to serve on the MBA Young Constructors?

Please list any involvement you have had with the construction industry, such as attended an AGC conference, attended an MBA event or served on a local trade association committee.

Please list any other miscellaneous information you would like the YC Committee members to know about you, including any volunteer or community activities.

➤ Completed application forms, including employer commitment form and recommendation letter must be submitted to:

Jon O'Brien
Director of Communications
Master Builders' Association
631 Iron City Drive
Pittsburgh, PA 15205

jobrien@mbawpa.org

Fax: 412.922.3729

➤ If you have any questions about this form, the YC Committee application process or guidelines, please contact Jon O'Brien at 412.922.3912 or jobrien@mbawpa.org.

MBA YC COMMITTEE APPLICATION

EMPLOYER COMMITMENT FORM

By signing this form, I acknowledge that I have reviewed the MBA Young Constructors Committee Guidelines and the Application. I am also well aware of the necessary commitment the nominee will need to make to serve on the YC Committee if his/her nomination is approved, and I and my firm support that commitment.

Name of YC Committee applicant: _____

Company name: _____

Name of supervisor: _____

Title of supervisor: _____

Signature of supervisor: _____