



Position: Volunteer Board Member

Committee: Chair of Youth Affairs & Junior Chamber

RESPONSIBLE TO: The Board

POSITION SUMMARY:

The volunteer **Chair of Youth Affairs & Junior Chamber** oversees the strategic planning for all Chamber members under 30 years old. This leader will assist with the leadership and general promotion of the Canadian Black Chamber of Commerce to our Youths across Canada that support the organization's mission and vision. The Chair of Youth Affairs & Junior Chamber will work with the Board and our Operations to ensure the National Youth mandate is accomplished.

In hundreds of communities, chambers have established events and programs to serve large cadres of Young Professionals, Youths and Entrepreneurs Groups (YYPEG). **YYPEG** entities and our events are often semi-autonomous from the chamber's regular calendar of programs. Events for young professionals and youths can range from leadership series, happy hours, health and fitness groups and more.

The Young Professionals, Youths, and Entrepreneur Group (**YYPEG**) provide a forum to engage young professionals, youths and entrepreneurs through connection, collaboration, and learning opportunities that enhance and support the Black business community. The Canadian Black Chamber of Commerce recognizes the value that young professionals and youths bring to the Black business community and therefore, invite this talented demographic to be a part of the Chamber through YYPEG events and/or the broader chamber community. Each year, YYPEG will host a number of events including Business Socials and multiple speaker and leadership series.

The Young Professionals, Youths and Entrepreneur Group are a dynamic group of young business people working to expand their networks and develop new skills. YYPEG events are geared toward fostering leadership within the young professional and youth community through relaxed networking, educational opportunities, and mentorship events in a comfortable environment. YYPEG brings together a unique networking style that is relaxed and a highly effective tool to build life-long networks and business relationships.

RESPONSIBILITY: As a member of the leadership team, the Chair of Youth Affairs & Junior Chamber acts in a position of trust for all Chapters and the organization with responsible and effective governance. The Chair of Youth Affairs & Junior Chamber is expected to adhere to the key stewardship responsibilities outlined in the Canadian Black Chamber of Commerce Board Bylaws and policies guideline.

- Strategize with the Board and Operations to plan the National Youth Strategic agenda
- Commitment to the work and prosperity of the Chamber.
- Clarify and sustain the Chamber's vision, mission, and values.
- Knowledgeable of the contents of the Chamber's charters, policies and bylaws.
- Responsible for safeguarding the good name and values that the CBCC represents.
- Represents the Board with Chamber members and other stakeholders.
- Support of and attendance at Chamber events including annual off-site meetings
- Connect with local and National Black organizations, schools, colleges and universities
- Elevate and promote members to Youth groups to assist with entrepreneurial and career pathways
- Invite professionals to share their experience to assist young professionals and youths on their paths
- Create a culture of entrepreneurship networking that stimulates experience and growth.
- Lead the Strategic plan targeted to our Young Professionals and Entrepreneurs (19 years to 30 years old)
- Lead the Strategic plan targeted to our Junior (10- 14 years old) and our Youth members (15 years to 18 years)
- Oversee Regional Directors of Youth Affairs & Junior Chamber programs across Canada

Eligibility & Desired skills for successful candidates:

- Must have a University degree preferably in Marketing, Business
- Must have 5-10 years' experience working for a Non Profit
- Understanding of youth demographic, strong interpersonal skills
- Previous Board experience preferred and demonstrated leadership skills
- Excellent communication skills, interpersonal, public speaking, digital, etc.
- Good organizational and time management skills
- Ability to work independently as well as in a team
- Willingness to be adaptable, flexible with sound judgment, confidentiality and discretion
- Ability to work accurately, with interruptions, to meet a deadline



BOARD MEMBERS - EXPECTATIONS & RESPONSIBILITIES:

- All Board Members are expected to comply with the outlined expectations and responsibilities:
- Must currently be a paid member of the Canadian Black Chamber of Commerce
- Attend 75% of the regularly scheduled monthly Board meetings.
- Attend at least six (6) scheduled Chamber programs or events throughout the year (i.e. networking events, gala, and business after hours, etc.)
- A commitment to promoting and advancing diversity and creating an atmosphere of inclusion
- A time commitment of 25-35 hours/month is required.

TERM:

- Board Members serve a renewable two-year term.
- Probationary Period: is 90 days from date of signing.
- The Board reserves the right to review all positions to ensure effectiveness of board and Chair duties.