



nurture.
inspire.
empower.

Charter for Emerging Leaders Advisory Council

I. The Council shall be called the “*Emerging Leaders Advisory Council.*”

The Community Advisory Council is authorized by C.A.S.E Board of Directors and exists at the pleasure of this governing body.

Members of the Council shall be appointed or removed by the CEO of C.A.S.E from time to time. Members will be appointed for a one-year term which may be renewed annually.

II. Purpose, Scope of Work and Benefit

The Emerging Leaders Advisory Council is created for the purpose of working with C.A.S.E’s Board of Directors and Staff. The Council shall focus on enhancing C.A.S.E.’s presence in the local and national community through activities such as fundraising, volunteering, events, webinars, stakeholders and partners, clients, volunteers and program partners, and referral network and networking partners. The Council does not have fiduciary responsibility and is formed to give advice and recommendations to the Board and management of C.A.S.E.

The Emerging Leaders Advisory Council shall:

- be comprised of diverse skills and experiences
- provide board and management with objective opinions about the mission
- provide input, skills and knowledge towards specific projects and goals
- sign a conflict of interest disclosure and waiver statements

Specific scope of work of the Emerging Leaders Advisory Council will include the following:

- engage in advocacy
- serve as an ambassador of C.A.S.E.
- engage fundraising, training and program enhancement, referral, partner, and marketing resources
- comment on the impact of programs
- identify emerging community needs
- advisement and recommendations for the Board of Directors
- recruitment of other individuals for the Council

Benefit of Serving as an Advisory Council Member:

The Emerging Leaders Advisory Council member will be a tremendous influence on enhancing the quality of services that C.A.S.E provides to the community and complement the effectiveness of the Board of Directors as it works to carry out specific and complex roles. Other benefits include:

- Complement the skills of the governing board members.
- Give back: Opportunity to share professional expertise, insights, and experiences to develop emerging board leaders.
- Work with peers: Experience valuable networking opportunities.
- Engage in strategic dialogue and participate in robust discussions that will help shape the C.A.S.E in the future and assist the organization in capitalizing and responding to trends.
- Strategic planning process
- Personal and professional development

III. Exclusions

Decision Making

The Emerging Leaders Advisory Council advises management and the Board. Members are not authorized to commit the organization to any contracts, specific operational plans or to direct C.A.S.E employees.

Spokesperson

Advisory Council members shall speak on behalf of the organization only as agreed to with C.A.S.E management and shall never reveal confidential information about the organization, employees, clients, or vendors.

IV. Organizational Structure

Advisory council has a committee that consists of chair, co chair, governance, and secretary. Positions are assigned based on term length.

V. Procedural Rules

Meetings: The Council will meet at least one time a month, in person or virtual. Written notices of upcoming meetings will be emailed to members at least seven days before a meeting. Meetings may be held at C.A.S.E or offsite locations.

Minutes: Minutes of each meeting will be kept. An electronic copy will be emailed to the C.A.S.E. board and chair within two weeks after a meeting.

Recommendations and Reports: Council recommendations and reports will be submitted in writing or with direct dialogue to the board. Documents will include both suggested action and justification for suggestions. The board will respond/react to such recommendations/reports in writing or direct dialogue.

Dismissal: Members who are absent without reasonable cause from three successive meetings will be considered to have resigned their seat. The Council will move to fill the position.