



GREATER VICTORIA CHAMBER OF COMMERCE PRODIGY GROUP COMMITTEE INFORMATION SHEET

Background

The Prodigy Group launched on January 23, 2007 as a Committee of the Greater Victoria Chamber of Commerce (GVCC). The Prodigy Group offers Members the opportunity to connect with likeminded individuals and to effect positive change in Victoria. The Prodigy Group has over 300 Members and attracts new participants each month. Website: www.prodigygroup.ca

Our Vision:

Prodigy Group is the premier network of emerging business professionals.

Our Mission Statement:

The Prodigy Group facilitates the exchange of ideas between emerging and established professionals and promotes community, personal and professional development through networking, mentorship and special events.

Committee Structure

The Prodigy Group consists of the following positions:

1 Chair

- Nominated by committee consensus at the August committee meeting, approved by the Chamber board. This is intended to be the Vice Chair from the prior year's committee;
- Holds an ex-officio seat on the Chamber Board and reports at every monthly GVCC Board meeting;
- Runs committee meetings, fulfills Prodigy Group mission, and delegates leadership and Board tasks as needed.

1 Vice-Chair

- Nominated by committee consensus at the August committee meeting;
- Runs committee administration and delegates operational tasks as needed.
- Is the successor to the Chair position

1 Past-Chair

- Holds an ex-officio seat on the committee as past Chair.
- Holds an ex-officio seat on the Chamber Board;
- Provides guidance and mentorship to leadership team.

8 Role Seats

- Nominated by committee consensus at the September Committee Meeting;
- Leads one of the following sub-committees: Communications, Membership, Mingles, Mentorship and Leadership, Community Connections, Special Events/Sponsorship, Treasurer, and Secretary.

9 General Seats

- Voted in by the existing committee during the September and October Committee Meetings
- Supports one of the sub-committees or tasked with special project.

Volunteers

- Not a formal appointment;
- Recruited for involvement in special events on an event by event basis.

Committee Guests

- Can join and leave committee meetings at any time, upon request of the group;
- Attend committee meetings and offer to assist generally at any time;
- Can support task forces, special projects, or events.

Committee Member Requirements

- Term commitment from November 5, 2011 (Fall planning retreat) to December 6, 2012 (Final committee meeting attended by all 2012 and 2013 committee members);
- Must be a GVCC Member in good standing;
- Attend **all** committee meetings – held from 7:30am to 9:00am on the 1st Thursday each month;
- Attend Fall Planning Retreat – Saturday, November 05th, 2011 Full Day Retreat (attendance is mandatory)
- Attend Mid-Year Retreat – May 2012, date TBA (attendance is mandatory)
- Attend the majority of the Monthly Mingles
- Attend and participate in 3 special events throughout the year: Amazing Race, Volleyball Tournament and Golf Tournament either as part of the planning team, as an event participant, or as a volunteer.
- Support one of the task forces by offering your time and expertise to complete action items;
- Promote the Prodigy Group and activities in our community;
- Expectation to provide input, volunteer to accept tasks, and complete tasks in a timely manner.

Committee Member Selection Process

- Complete Prodigy Group **Committee Application Form** and submit by Friday, September 30, 2011.
- Application forms distributed to existing Committee Members;
- New Committee Members selected by existing committee during the October Committee Meeting, Thursday, October 06th, 2011. New recruits will be notified by the Committee within 1 week from this meeting.
- Committee term to start on November 5, 2011 during the Full Day Fall Planning Retreat and first Committee Meeting will be Thursday, December 01, 2011 @ 7:30am.