



# UCP Young Executive Committee

## Purpose

A group of young professionals in the Central Florida community, looking to establish themselves as leaders in their industries, engage with UCP of Central Florida through fundraising and friendraising to foster both personal and professional growth among members.

### The YEC will aim to engage with UCP in the following ways:

- Become familiar with UCP services and campuses through tours, activities, and volunteerism
- Connect friends and future donors to UCP's mission through friendraising & fundraising events and campaigns
- Provide feedback on UCP programs, including ways to improve or enhance services & engage new marketing strategies
- Host 2 fundraising events and 2 volunteer projects throughout the year
- Participate in UCP activities – volunteer projects, special events, and fundraisers

### UCP will aim to invest in the YEC in the following ways:

- Provide opportunities for networking with board members & other friends (donors and supporters) of UCP
- Provide training to become future UCP board members and future executives within their industry (professional development opportunities)
- Provide meaningful ways for YEC members to contribute to UCP services & programs (through volunteerism and special events)
- Provide consistent communication with Development Team and Agency Leadership



# UCP Young Executive Committee

## Membership & Commitment

The YEC will consist of 15-21 total members between the ages of 20-40. Participation from each member is vital to the success of this group. YEC members are asked to commit to a minimum two-year term and make the following commitments during their term:

- Attend at least 80% of the Council Meetings each UCP fiscal year (July 1st – June 30th)
- Connect to UCP media and regularly share posts/opportunities with their networks: e-newsletter, Facebook, Instagram, Twitter, LinkedIn
- Promotion of UCP’s mission within the community – an ambassador of the organization sharing the story!
- Complete annual volunteer registration process, allowing members the ability to come on campus and interact with UCP kids. This process includes an application, a background check, and orientation/training.
- Contribute annual membership dues of \$100
- Consider a leadership role within YEC for the second year
- Participate in executing two YEC fundraising events each year (Putt for Brighter Futures and Toast to Brighter Futures)
- Participate in at least two UCP organized fundraising events – as a donor/attendee or volunteer
- Participate in at least one Book Buds event each semester – and bring friends
- Participate in at least one UCP organized community relations project
- Recruit at least one potential new member per calendar year
- Bring energy and enthusiasm!



# UCP Young Executive Committee

## Leadership Roles

Young Executive Committee is a volunteer-based group of young professionals and is supported by UCP's staff. The following leadership positions are one-year terms.

### ➤ Chair

The Chair position is a one-year term, transitioning from the Chair-Elect position. The Chair serves as the leader of the group and sets the annual goals with UCP staff prior to stepping into the position. The Chair leads YEC meetings and acts as liaison to UCP staff. This position will be supported by UCP's Community Engagement Manager.

### ➤ Chair-Elect

The Chair-Elect is a two-year commitment, transitioning into the Chair position in year two. The Chair-Elect assists the Chair and is responsible for communicating with the committee. The Chair-Elect will send out meeting agendas one week before a scheduled meeting and meeting minutes one week after the meeting. This position will be supported by UCP's Community Engagement Manager.

### ➤ Project Manager for *Putt for Brighter Futures*

This position will oversee all event management and fundraising efforts related to Putt for Brighter Futures. These aspects include sponsorships, auction/chance to win, ticket sales, venue selection, promotion, and more. A successful Project Manager will be skilled at motivating the rest of the committee to engage in the event and delegating tasks/responsibilities. This position will be supported by UCP's Director of Special Events.

### ➤ Project Manager for *Toast to Brighter Futures*

This position will oversee all event management and fundraising efforts related to Toast for Brighter Futures. These aspects include sponsorships, auction/chance to win, ticket sales, venue selection, promotion, and more. A successful Project Manager will be skilled at motivating the rest of the committee to engage in the event and delegating tasks/responsibilities. This position will be supported by UCP's Director of Special Events.

### ➤ Project Manager for **Professional Development/ Board Relations**

This position will work with the UCP Board of Directors and other community contacts to coordinate networking and professional development opportunities for the rest of the committee. This position will be supported by UCP's Senior Director of Development.

### ➤ Project Manager for **Volunteer Projects**

This position will coordinate 2 volunteer events specifically for the committee to participate in throughout the year. In addition, this position will directly manage the YEC's involvement in Help for the Holidays. This position will be supported by UCP's Community Engagement Manager.



## YEC Meeting Dates & Locations

YEC meets on the first Tuesday of every month. Members are required to attend no less than 9 meetings per calendar year.

	Date	Time	Location
2022	September 13, 2022	6:00 pm	Liam Fitzpatrick's - <i>Lake Mary</i>
	October 11, 2022	6:00 pm	East End - <i>Orlando</i>
	November 8, 2022	6:00 pm	Crooked Can - <i>Winter Garden</i>
	December 6, 2022	6:00 pm	Bailes Early Childhood Academy - <i>Science Dr.</i> Help for the Holidays Gift wrapping
2023	January 10, 2023	6:00 pm	Ivanhoe Park Brewing - <i>Orlando</i>
	February 7, 2023	5:00-7:30 pm	Putt for Brighter Futures - <i>Top Golf Lake Mary</i>
	March 7, 2023	6:00 pm	Henry's Depot - <i>Sanford</i>
	April 11, 2023	6:00 pm	Crooked Can - <i>Winter Garden</i>
	May 9, 2023	6:00 pm	The Milkhouse - <i>Orlando</i>
	June 13, 2023	5:00-8:00 pm	Toast to Brighter Futures - <i>TBD</i>



# UCP Young Executive Committee

## YEC Event Calendar

### Young Executive Committee Events

All YEC members are expected to be active participants at each YEC event. The specific expectations are outlined below.

Event	Description	Date(s)	Expectation
<b>Putt for Brighter Futures</b>	A miniature golf tournament with sponsorships, foursomes, ticket sales, auctions, and fun elements found in any golf tournament.	February 7, 2023	<ul style="list-style-type: none"><li>• Sell at least 1 sponsorship</li><li>• Sell 2 foursomes (or the equivalent in tickets)</li><li>• Solicit auction items of at least a \$200 value</li></ul>
<b>Toast to Brighter Futures</b>	A bar style networking reception with sponsorships, ticket sales, auctions, live program, live ask, and other “gala” like elements.	TBD	<ul style="list-style-type: none"><li>• Sell at least 1 sponsorship</li><li>• Sell 10 tickets</li><li>• Solicit auction items of at least a \$200 value</li></ul>

### UCP Annual Book Buds

All YEC members are expected to attend one Book Buds event per semester and invite community members to join as your guest.

Event	Description	Opportunities
<b>Book Buds</b>	Read books & play games in a UCP classroom	<ul style="list-style-type: none"><li>• Volunteer to read to a class</li><li>• Invite others to join</li></ul>



## YEC Event Calendar Continued

### UCP Annual Fundraising Events

All YEC members are expected to participate in 2 of the 3 UCP Annual Fundraising Events. Opportunities for participation are outlined below.

Event	Description	Date(s)	Opportunities
<b>Faces Behind the Miracles Breakfast</b>	Non-ticketed event for current and future donors to engage and learn about UCP. All guests are asked to make a financial contribution at the event.	October 21,2022	<ul style="list-style-type: none"><li>• Host a table &amp; invite guests</li><li>• Join the Miracles for Children Society</li><li>• Volunteer</li></ul>
<b>Poker at the Palace</b>	Community Poker tournament with celebrity guests, dinner, complimentary wine & spirits and prizes	March 24,2023	<ul style="list-style-type: none"><li>• Buy a ticket to attend</li><li>• Secure a sponsorship</li><li>• Volunteer</li></ul>
<b>Gala at the Palace</b>	Upscale event with 4-course dinner, complimentary top-end wine & spirits, silent auction, celebrity appearances, and entertainment	March 25, 2023	<ul style="list-style-type: none"><li>• Attendee as a member of a sponsorship table</li><li>• Volunteer</li></ul>



## YEC Event Calendar Continued

### UCP Annual Community Relations Projects

All YEC members are expected to participate in multiple UCP Annual Community Relations Projects. Opportunities for participation are outlined below.

Event	Description	Opportunities
<b>Lake Scary 5K</b> (October)	5K run hosted by Lake Mary Prep School, benefiting UCP	<ul style="list-style-type: none"> <li>• Be a runner or a walker</li> <li>• Volunteer as a representative at the UCP table</li> </ul>
<b>Meet the Mission Tours</b>	A “first visit” or point of entry for a new potential “Friend of UCP”	<ul style="list-style-type: none"> <li>• Attend a tour and invite others to join</li> </ul>
<b>Help for the Holidays</b> (November - December)	A holiday campaign consisting of Adopt-A-Family	<ul style="list-style-type: none"> <li>• Adopt a family with your co-workers or family members</li> <li>• Volunteer to wrap gifts</li> </ul>
<b>Volunteer Projects</b>	Landscaping and campus beautification projects happening throughout the school year, usually at least once a month	<ul style="list-style-type: none"> <li>• Volunteer as an individual during these projects</li> <li>• Host a group of co-workers during a project we plan specifically with your group in mind</li> </ul>
<b>Food Pantry</b>	An emergency pantry occurring on each campus to serve families in crisis situations and bags of food sent home with families during week-long holiday breaks from school.	<ul style="list-style-type: none"> <li>• Volunteer to pack bags of food going home over week-long breaks</li> <li>• Host a food drive</li> </ul>

**Note:** *On-going activities can be customized and scheduled based on individual member and/or group participation*