

**The NWT Regional Young Workers Committee
of the
Public Service Alliance of Canada North**

1. Name

The name of this Committee of the Public Service Alliance of Canada North shall be the NWT Regional Young Workers Committee.

2. Aims and Objectives

To assist the PSAC North Region, Components and Locals in carrying out these actions:

- To work with organizations representing Young Workers and other like-minded organizations to advocate and network at all levels.
- To act as a resource to the PSAC North for more effective legislation in all workplaces on affirmative action policies and procedures and to support said programs and initiatives.
- To help build and participate in a strong network of unionized Young Workers as members within the PSAC, the Canadian labour movement and the International labour movement as a whole.
- To provide the PSAC North, Components, Locals, guidance on issues of importance to committee members and the impact these issues have on Young Workers.
- To assist PSAC North in identifying, developing language that is of particular concern to committee members.
- In collaboration with other committees, provide input to the development of educational materials for Young Worker members.
- To promote inclusiveness and actively oppose discrimination in all its forms.
- To promote and encourage participation in the NWT Regional Young Workers Committee by all PSAC Young Worker members.

3. Membership

The NWT Regional Young Workers Committee is open to all PSAC members in good standing in the NWT who are 35 years of age or younger.

4. Structure of Committee

From amongst its members in good standing the Committee shall choose people to serve as: Chair, Secretary & Treasurer

Chairperson

The Chairperson shall be responsible for the affairs of the Committee between meetings. The Chairperson will facilitate any meetings of the Committee held during their term. The Chair will ensure that issues of importance are communicated to the members of the Committee in a timely fashion.

The Chairperson will be responsible for the agenda and the callout for agenda items at least one week before the meeting date. The membership must be given as much advance notice as possible to allow for optimum participation.

If the Chairperson is unavailable, the Secretary or Treasurer may assume the duties of the Chairperson for Young Workers Committee activities.

The Chairperson will sit on other PSAC Committees as a Representative for the Committee. (ie; Area Council & Regional Council)

Secretary

The Secretary shall be responsible for all non-financial administrative functions of the Committee including: the production and distribution of Minutes of all regular and special meetings of the Committee.

Treasurer

The Treasurer shall be responsible for all the financial affairs of the Committee including: The preparation and presentation of an annual financial report to the Committee and to the PSAC North Regional Council. The presentation of an annual budget – to be approved at the AGM before it is presented to the REVP for the PSAC North.

5. Meetings

The Young Workers Committee shall meet at least four (4) times a year the last of which shall be the AGM. Additional meetings shall be scheduled as required.

The Annual General Meeting of the Committee shall be held in the last quarter of the calendar year. The purpose of the AGM shall be to:

- select its officers, once every year at the AGM
- table and discuss activity and expenditure reports of the Committee;
- review the Committees achievements, challenges and activities;
- review financial statements of the Committee expenditures and plan the next year's activities and approve annual budget;

Special meetings of the Committee may be called by the Chair at the request of a significant number of members of the Committee.

The Committee encourages its members to invite guests and speakers who encompass our aims and objectives. As such, members are asked to provide at least two week's advance notice to the Chair.

PSAC policies on childcare, harassment, scent and other policies that may be required are in force at all times during all Committee's activities and meetings.

6. Selection of Officers

The officers of the Committee will be elected at the Annual General Meeting.

Should any of the officers be unable to fulfill their duties the other officers can select a replacement pending the next AGM.

7. Decision making

All decisions, including financial, require the approval of the committee during a scheduled or special meeting.

8. Quorum

Quorum shall consist of the majority of elected executive members.

9) Additional

Representatives of the NWT Regional Young Workers Committees See:
PSAC Constitution / Section 15
PSAC North Bylaws / Section 6, Sub-Section (10)