

Established 1986:

NY-YIP Mission Statement

- Stress professionalism in thought and action, through openness, accountability and integrity
- Provide quality service for our members, and create an environment that young professionals want to be a part of
- Stress continual career improvement through communication with fellow members
- Help to create completely “well-rounded” insurance professionals who can have a positive impact on our industry

ORGANIZATIONAL STRUCTURE

Officers: One-year terms, but generally presidents serve for two years. Presidents have sole discretion to select officers (with input from the nominations committee). The president also selects committee chairs.

President: Oversees officers, board of directors and all association activities; serves as “face” and “voice” of the association and mentor to leaders and members alike. Has excellent understanding of association mission, structure, activities and challenges.

President-elect: Presumed next-in-line for presidency; assists president/represents association as needed/has solid understanding of YIP mission, structure, activities and challenges. President-elect serves as “shadow” to president, working closely together.

Vice president: Presumed second-in-line for presidency. Assists president/president-elect as needed; works to develop deep understanding of YIP mission, structure, activities and challenges through leadership mentoring and staff resource/assistance. Vice president serves as official liaison to all committees, keeping the executive board apprised of all activities and issues thereby attending all committee meeting/conference calls.

Treasurer: Oversees association finances and makes recommendations/reports to board of directors.

Secretary: Oversees association minutes and documents and makes reports to board.

Board of directors: No more than 15 total from regular (younger than 40) and associate (older than 40 members). Directors serve two-year terms and cannot serve more than two consecutive two-year terms. The board is responsible for the oversight of all association activities.

COMMITTEES’ GENERAL CHARGES

MEMBERSHIP COMMITTEE

Overall objective: Actively target young members to join NY-YIP and participate in association activities through ongoing recruitment and retention initiatives. Maintains contact alongside staff with near-terminate and terminate members to encourage them to reinstate their membership. Actively partners with PIA to achieve their support via members from their ranks. Has full acquaintance with YIP benefits to “sell” memberships competently (benefits on website and are detailed on member applications).

- 1.) Evaluate ways to enhance new member/member involvement.
- 2.) Continue plans for mentor/buddy system to acclimate new members successfully.
- 3.) Increase revenue generated from dues to offset NY-YIP’s costs.
- 4.) Compile terminates data detailing reasons why they chose to leave.
- 5.) Make outreach to large organizations (wholesalers, carriers) and nontraditional prospects (PAs, attorneys, consultants, claims managers, restoration employers) for membership recruitment.
- 6.) Motivate directors to become a part of recruitment and retention initiatives.

SPONSORSHIP COMMITTEE

Overall objective: Oversee the solicitation and acquisition of the annual sponsors, as well as assisting with the procurement of major event sponsors (golf).

- Increase number of annual sponsors.
- Become fully acquainted with the annual sponsor brochure and website to understand what benefits each level bestows.
- Effectively communicate the value of YIP and encourage members to contact sponsors, so that they feel the value of their participation and support.

Schedule for Staff and Director Annual Sponsor Outreach: Contact spreadsheet is reviewed and updated every September; Staff solicitation begins in October via letter and brochure and then email follow-up in January; Volunteers begin their solicitation (via email, phone and in-person) in October and conduct follow-up through February. (Annual sponsorships are accepted at any time in the year, however.)

PROGRAMS COMMITTEE

Overall objective: Oversee the planning, logistics and sponsorship of events during the YIP calendar year.

- Individual event chairs may be identified to work with overall chair.
- Ensure that events show solid attendance and sponsorship support.
- Evaluate the success of events to ensure NY-YIP's mission of building tomorrow's insurance leaders is being carried out. Make recommendations to the board.
- Develop strategies to enhance NY-YIP's event participation and profile.
- Annually, develop a comprehensive calendar touching upon all parts of the state.

Schedule for the development of the annual programs/events calendar: The budget and calendar for the upcoming year are developed starting in September and confirmed/approved in December. (So for 2014's calendar, events that have incomes and expenses are identified and budgeted from 9/13-12/13.) Casual receptions can be planned throughout the year provided there is no registration/financial outlay ("gatherings").

GENERAL YIP CALENDAR/SCHEDULE OF ACTIVITIES:

September: Review/update sponsor contact spreadsheet.

September-December: Develop/solidify event calendar for next year.

September-December: Develop/solidify budget for next year, including all events containing income and expense. Budgets are solidified/approved in December.

October-January: Staff's sponsor program outreach (via hardcopy and email).

October-February: Volunteer sponsor program outreach (via email, phone, and in-person).

Ongoing: Membership recruitment; individual event sponsorship and attendance outreach; volunteer mentoring.

CURRENT IMMEDIATE GOALS

To create a long-term approach and stable financial future for NY-YIP by:

- Increased annual sponsor support
- Increased profit from individual events
- Improved events (analyzing what works/what doesn't)
- Increased membership base extending to full range of New York;
- Increased reserves equal to at least one year's operating expense (~\$80,000)

ONGOING GOALS AND ACTIVITIES:

- 1.) Continue to host webinars.
- 2.) Continue charitable relationships (St. Jude's, Jocelyn's Spirit, etc.).
- 3.) Continue member communications via newsletters, website, email and social media.
- 4.) Energize directors to become more involved with recruitment, sponsorship targeting, and event promotion.
- 5.) Officers Task: Execute proper perpetuation for NY-YIP's future leadership; serve as mentors to directors and committee chairs.
- 6.) Deepen PIA-YIP relationship via multiple channels: shared programs; open-door policy for meetings; reaching out to PIA directors for support and participation.
- 7.) Work super-effectively as a well-oiled machine!