

Engineer of the Year Award Committee Charter



Charge

This committee is responsible for planning and executing AOBA's Engineer of the Year Awards and the Commercial Awards Celebration. This committee is responsible for recruiting nominees and attendees, judging the submissions, and supporting applicants throughout the process.

Composition

All committee members shall be members in good standing of the Association. Committee members will work closely with AOBA's staff to facilitate responsibilities.

The term of appointment is based on the calendar year (January– December). All committee members should expect to contribute an average of two – four hours in the last and first quarters of the year, with variation depending on tasks. Chair term is two years with opportunity to renew.

Benefits

Committee members will expand their professional networks with AOBA members, contribute to the betterment of the commercial real estate industry, and AOBA.

Committee Responsibilities and Ongoing Tasks

- Brainstorm new ideas and ways to improve the Engineer of the Year program
- Recruit nominees, attendees, secure sponsorships, plan activities
- Support execution of Commercial Awards Celebration
- Volunteer during the event

Staff Responsibilities

- Maintain committee roster
- Schedule meetings, work with chairs to develop agendas and complete meeting minutes
- Provide support to the committee throughout the year