

Anyone in the Rocky Mountain region under 35 years of age or who has less than 5 years experience in the water treatment industry is automatically considered a member of the Rocky Mountain Water Young Professionals (RMWYP) Committee. Those individuals who run the RMWYP Committee are called the “RMWYP Committee Members”. Position descriptions for RMWYP Committee Members are listed below.

If you are interested in any of the positions below, or if you have any questions about the positions, please e-mail Heidi.Bauer@ch2m.com. We are hoping to fill the positions in Sept. 2011.

RMWYP Committee Position Title	# of Positions	Description of Position	Current Person in Position	Skills You Will Develop/ Other Benefits of Position	Anticipated Commitment Level	Duration of Commitment
RMWYP Committee Chair	1	<ul style="list-style-type: none"> Coordinate RMWYP conference calls (~monthly) Develop goals/direction for RMWYP Committee Attend YP Summit to share ideas with other YP committee chairs across the country Prepare monthly and annual reports for the RMWEA & RMSAWWA Coordinate with RMWEA/RMSAWWA Student Chapter Coordinator 	Heidi Bauer (CH2M HILL, Heidi.Bauer@ch2m.com) & Mark Whitlatch (SouthWest Water Company, mwhitlatch@swwc.com) since August, 2009	<ul style="list-style-type: none"> Develop leadership skills 	10-15 hrs/month	1-2 years
RMWYP Committee Vice Chair	1	<ul style="list-style-type: none"> Shares responsibilities with Chair (see description above) Will transition into Chair position 	New Position	<ul style="list-style-type: none"> Develop leadership skills 	10-15 hrs/month	1 year
Activities Co-Chair	2-3	<ul style="list-style-type: none"> Coordinate Activities, which involves: <ul style="list-style-type: none"> -Coming up with ideas for tours and other events -Making contacts with utility staff to plan tours -Coordinating with Communications Chair to advertise events -Coordinating with Treasurer regarding budget -Collecting liability waivers at events as appropriate Activities include the following: <ul style="list-style-type: none"> -Tours -Networking Happy Hours (e.g. at RMWEA/RMSAWWA Joint Annual Conference) -Annual BBQ -Annual Outreach Activity -Annual Water For People Softball Tournament -Broncos Game Night Social with ASCE’s Young Members Group -Annual Holiday Drive Contest 	Adam Kremers (Leonard Rice Engineers, Adam.Kremers@lrewater.com) since October 2009 and Jeff Hlad (MWH Americas, Inc., Jeffrey.T.Hlad@us.mwhglobal.com) since May 2010	<ul style="list-style-type: none"> Opportunity to develop relationships with utilities in Rocky Mountain region 	Up to 10 hrs/month (depending on time of year)	2 years (co-chairs should not transition during the same year)
Treasurer	1	<ul style="list-style-type: none"> Develop budget for subsequent year, including suggesting changes and new ideas for events Track the budget throughout the year at monthly conference calls Review reimbursement requests Communicate event and travel reimbursement policies of the RMWEA/RMSAWWA Joint Governing Board Coordinate with students who win competitions (i.e. Student Design Competition and Fresh Ideas Competition) on guidelines for expenses and reimbursements for their trip 	Jason Schaefer (Burns & McDonell, JSchaefer@burnsmcd.com) since August, 2009	<ul style="list-style-type: none"> Develop budget management skills (great experience for future Project Managers!) 	<5 hrs/month	2 years

Communications Chair	1-2	<ul style="list-style-type: none"> • Create and distribute flyers advertising activities • Advertise activities through RMWEA/RMSAWWA outlets (i.e. Rumbles, E-Rumbles, official calendar, etc.) • Keep e-mail lists up-to-date • Take meeting minutes during monthly RMWYP conference calls • Transition ftp site to GoogleDocs site • Maintain GoogleDocs site with meeting minutes, pictures from events, and other documents • Annually update official RMWYP flyer 	Brian Knadle (Burns & McDonnell, BKnadle@burnsmcd.com) since August, 2009	<ul style="list-style-type: none"> • Develop written communication skills • Name recognition among RMWYPs in Rocky Mtn. region 	5 hrs/month (if two chairs)	2 years
Marketing Chair	1-2	<ul style="list-style-type: none"> • Initiate ideas to improve RMWYP website and coordinate changes through RMWEA/RMSAWWA Webmaster • Coordinate with Communications Chair to get event flyers posted to RMWYP website • Develop and maintain (after website is up-to-date) social networking accounts (e.g. Facebook, Linked-In, Twitter, etc.) 	New Position	<ul style="list-style-type: none"> • Develop website communication skills • Develop social networking skills 	5-10 hrs/month (on the higher side during initial push to improve website)	2 years
Student Design Competition Chair	1	<p>The Student Design Competition (SDC) is an annual competition for students in the Rocky Mountain region to work with a local utility (or other sponsor) on an example design project and to compete for a spot in the national SDC at WEF's national conference, WEFTEC. The SDC Chair duties include the following:</p> <ul style="list-style-type: none"> • Solicits and selects a Problem Statement • Coordinates with professors regarding participation in the SDC • Updates and distributes SDC Guidance Document • Coordinates with the utility (or other sponsor) for site tours and design information • Maintains competition documentation on the RMWYP ftp site • Coordinates with teams and YP Student Liaisons on deadlines and deliverables • Facilitates review of deliverables • Coordinates with Treasurer to agree on the budget for sending winning SDC team to WEFTEC • Coordinates location and catering for competition day • Establishes a "Judges Chair" • Assists winning team with conference deliverables and travel needs • Submits communications to Rumbles and E-Rumbles as appropriate 	Abigail Holmquist (Denver Water, Abigail.Holmquist@denverwater.org) since 2009-2010 SDC Competition	<ul style="list-style-type: none"> • Unique opportunity to develop management skills • Broad interaction with utilities, engineers and universities • Recruitment opportunities, as you will meet and interact with some of the best & brightest students in the region 	Up to 10 hrs/month, depending on the time of year Heaviest time commitment in April/May, August, & November/December	2 years

YP Student Liaison	<p>6 (one for each official student chapter)</p> <p>We would also accept volunteers for any other schools in the Rocky Mtn. region</p>	<ul style="list-style-type: none"> • Provide vital connection for student chapters to connect with YPs in the region: <ul style="list-style-type: none"> -to understand what life is like after being a student -to provide advice on acquiring a job in the Rocky Mtn. region • YP Student Liaisons are often an alum, but not always • Answer questions from Student Chapter Presidents regarding the structure of RMWEA/RMSAWWA, the Student Design Competition, organizing the Annual Rocky Mountain AWWA/WEF Student Conference • You may be asked to participate on a panel at a Student Chapter meeting • Not required to regularly attend Student Chapter meetings • Encourage student chapter participation in the Student Design Competition • Coordinate with Student Chapter's RMWEA/RMSAWWA Joint Governing Board Liaison • Coordinate "Fresh Ideas" competition during years when the Annual Rocky Mountain AWWA/WEF Student Conference is held at the school you represent (which entails announcing a winner at the conference and connecting the winner with the RMWYP Treasurer to coordinate the winner's trip to AWWA's national conference, ACE) • Provide updates on Student Chapter leadership changes 	<ul style="list-style-type: none"> • Colorado School of Mines (CSM): Jamie Eichenberger (Hatch Mott MacDonald, Jamie.Eichenberger@hatchmott.com) since 9/10 • Colorado State University (CSU): Nichole Williams (Dewberry Engineering, NWilliams@dewberry.com) since 10/10 • New Mexico Institute of Mining and Technology (NMT): Steve Glass (Bernalillo County, SGlass@bernco.gov) since 2004 • University of Wyoming (UW): Tye Jordan (AECOM, Tye.Jordan@aecom.com) since 2007 • Univ. of Colorado @ Boulder (CU-B): John Craven (Leonard Rice Engineers, Inc., John.Craven@lrewater.com) since 4/10 • Univ. of New Mexico (UNM): Mark Kelly (Albuquerque Bernalillo County Water Utility Authority, MKelly@abcwua.org) since 11/09 	<ul style="list-style-type: none"> • Opportunity to give back to your alma mater • Recruitment opportunities • Opportunity to work closely with RMWEA/RMSAWWA Board Liaison 	5 hrs/month	2 years, or more if desired
Membership Involvement Chair	1	<ul style="list-style-type: none"> • Welcome new members into the RMWYP committee with a phone call to discuss new member's interests and a follow-up call to ensure new member feels connected • Encourages new YPs to sign up to be on RMWYP e-mail list at RMWYP events • Helps to recruit regulators, future utility managers, vendors, etc. to encourage RMWYP membership to be representative of the industry • Coordinate annual RMWYP Committee Member Appreciation Dinner • Coordinate with RMWEA and the RMSAWWA Membership Committee Chairs to include a statement about the RMWYP Committee in their general welcoming letter • Work with the RMWEA and the RMSAWWA Membership Committees, and communicate any changes in AWWA, WEF, RMSAWWA and/or RMWEA membership fees and member benefits to the RMWYP Committee • Helps identify RMWYP members to serve as RMWYP Committee Members • Helps identify RMWYP members who have the interest and potential to serve on other Rocky Mountain committees (or AWWA or WEF national committees) 	New Position	<ul style="list-style-type: none"> • Opportunity to network both inside and outside the RMWYP group 	5 hrs/month	2-3 years

Awards Chair	1	<ul style="list-style-type: none"> • Coordinate the two YP-related awards at the annual RMSAWWA/RMWEA Joint Annual Conference: YP of the Year and Outstanding Student Chapter • Develop criteria to select winners of awards • Coordinate with the RMWEA and the RMSAWWA Awards Committees to administer awards • Pick judges to help select winners • Promote awards by soliciting nominations 	New Position	<ul style="list-style-type: none"> • Opportunity to promote YPs in the Rocky Mountain region 	5 hrs/month, concentrated about 1 month and 6 months prior to RMSAWWA/RMWEA Joint Annual Conference in mid-September	2 years
Geographic Leader	6 or more	<ul style="list-style-type: none"> • Coordinate YP Activities in respective areas • Report activities during monthly RMWYP conference calls 	<ul style="list-style-type: none"> -<u>Southern Wyoming</u>: new position -<u>Northern New Mexico</u>: new position -<u>Southern New Mexico</u>: new position -<u>Colorado's Western Slope</u>: new position -<u>Colorado's Mountain Country</u>: Candy Burbridge (Eagle River Water and Sanitation District, CBurbridge@erwsd.org) -<u>Southern Colorado</u>: new position 	<ul style="list-style-type: none"> • Develop leadership skills • Develop connection to greater regional leaders • Manage own portion of budget 	10 hrs/month	2-3 years, or more if desired
YP Operator Liaison	1-2, or more if serving different geographic areas	<ul style="list-style-type: none"> • Recruit YP operators to participate in YP Committee • Present at Water Quality Management programs at community colleges • Coordinate Happy Hours at Operator Training Schools • Coordinate math tutoring sessions for operators prior to testing cycles • Make contacts with more senior operators at local utilities • Coordinate awarding YP operators with 1-day registration to the RMSAWWA/RMWEA Joint Annual Conference provided by the RMWYP Committee • Coordinate with Activity Chairs and apply for Training Units for tours offered by RMWYP Committee • Help plan and promote YP Operator Training provided by RMWYP Committee • Preferably an operator or aspiring operator 	New Position	<ul style="list-style-type: none"> • Make contacts with lead operators in Rocky Mountain region • Opportunity to enhance recruitment and retaining of YP operators in Rocky Mountain region 	10 hrs/month	2-3 years

Other skills/benefits relevant to all positions include the following:

- Teamwork
- Networking with other YPs in the Rocky Mountain region in all sectors of the industry (e.g. vendors, operators, regulators, utility managers, lab analysts, engineers, etc.)
- Provide a service to the regional water community
- Place to initiate and pursue your own ideas

Other Notes:

- Support will be provided to help RMWYP Committee Members get familiar with their roles, especially for the new positions. However, each position is expected to operate independently once established.
- Periodic conference calls will take place between the RMWYP Committee Members to coordinate