

## **MMA EDUCATION & TRAINING ADVISORY COUNCIL MEMBER RESPONSIBILITIES AND EXPECTATIONS**

To further its purpose, mission, and core functions, the MMA Education and Training Advisory Council will consist of 12-15 members, whose responsibilities and commitments include:

- Serving a two-year term on the Council beginning on July 1.
- Participating in four Council meetings annually, two of which will take place virtually and two of which will be in-person half-day meetings. The dates of these meetings will be determined annually by the Council to ensure maximum planning time for members. Travel to and from in-person Council meetings will be reimbursed by MMA and meals will be provided during the meetings as appropriate. The expected time commitment for these quarterly meetings is approximately 14-16 hours annually.
- Participating in the work of at least one Council Committee. Each Committee will plan out their meeting schedule and format in consultation with members. The expected time commitment for Council Committee meetings is approximately 12-16 hours annually.
- Securing a letter of support from their supervisor or manager to fully participate in the activities of the Council before seeking to become a member of the Council. A letter of support is not required for elected officials.

In recognition of each Council member's work on behalf of the Association's education and training efforts, Council members will receive a complimentary registration to the Annual MMA Convention, Municipal HR & Management Conference, **or** Municipal Technology & Innovation Conference (or an equivalent credit toward MMA training) during each year of their Advisory Council service.