



# Women-Owned Business Council

## Member Volunteer Commitment

### SBAM's Volunteer Program Mission

SBAM's Member Volunteer Program is dedicated to fostering deep, meaningful engagement by empowering members with opportunities to contribute, lead, and make an impact. Through participation, members play a vital role in shaping SBAM's future - serving as expert advisors, content providers, grassroots activists, and media advocates. By building an inclusive and active network, we strengthen our mission, elevate voices, and drive lasting change for small businesses.

### Volunteer Program: Woman-Owned Business Council Overview

This council operates as a dedicated subgroup within SBAM's volunteer program, supporting its mission and objectives. The council serves as a collaborative group of individuals tasked with focusing on the unique challenges faced women-owned businesses, ensuring equitable access to resources, funding, and business opportunities.

### Council Roles

- Chairperson (three-year term)
- SBAM Staff Liaison
- 9 - 11 volunteers

### Primary Responsibilities

- Make formal recommendations to the SBAM Board and Staff
- Advise on the Leadership Council events
- Advocate for increased access to capital, grants, and supplier diversity initiatives.
- Provide mentorship and leadership development opportunities for underrepresented entrepreneurs.
- Connect members with procurement opportunities, both private and public.
- Address systemic barriers to business success and work to develop solutions in collaboration with government agencies and corporate partners.

### Rules of Engagement

- Engage in discussions, contribute ideas, and participate in decision making.
- Advocate for policies, programs, or initiatives aligned with the council's mission.
- Work collaboratively with fellow council members and staff liaisons maintaining open, respectful, and constructive communication.
- Share updates and insights with relevant stakeholders and the broader community.
- Follow through on assigned tasks and commitments between meetings.
- Commitment to attending 75% of the scheduled meetings.
- One-year term, renewable annually

### Meetings

- Regular meetings will take place quarterly and will be conducted virtually.
- Additional meetings may be scheduled during the year to manage special projects or address unexpected issues.
- An agenda will be distributed before each meeting, and minutes will be recorded and shared afterward.