

EFCA YP BUSINESS PLAN
15/02/2019
First edition

List of abbreviations

EFCA	European Federation of Engineering Consultancy Associations
FIDIC	International Federation of Consulting Engineers
MA	Member Association
YP	Young Professionals
YPF	Young Professionals Forum
YPSC	Young Professionals Steering Committee

1. INTRODUCTION TO EFCA YP GROUP

Since 2007, annual meetings have been organised by EFCA for Young Professionals of the European Member Associations. During the first years, these meetings were separated from the annual EFCA conference and took place in Brussels. Since 2012, a group of regular participants implemented a stronger communication and working connection between each other – which was the beginning of the Young Professionals Steering Committee. The idea was to create a network for YPs in Europe to share ideas and problems for YPs in the consulting industry.

In 2016 the YPSC of EFCA and FIDIC agreed that the EFCA YP group will be the regional group for FIDIC in Europe.

The following plan will map out the structure of the YP group and the YPSC, and the mission and the objectives of the YP network. It will set a clear direction to the EFCA YPSC in line with the EFCA vision and objectives.

2. EFCA STRATEGY

To increase the opportunity for Young Professionals to be more proactively engaged with EFCA, the European Federation will continue to provide a platform for the development of YPs and it will remain open to new ideas and proposals. The EFCA President will be directly engaged with YPs to understand their views and aspirations.

3. MISSION AND OBJECTIVES

3.1. Mission

To promote active participation in YP group to all member countries and member firms of EFCA, and ensure that their voice influences the behaviour of EFCA and of the consulting industry.

To enhance the growth and advancement of the consulting engineering industry by supporting the development of Young Professionals.

To provide and enhance communication and knowledge exchange between Young Professionals.

To develop a European vision of the engineering business for Young Professionals.

To promote EFCA activities among Young Professionals.

To tailor EFCA activities to be more relevant and more appealing to Young Professionals.

To represent the international YPF of FIDIC in Europe.

3.2. Objectives

- To encourage YPs to become active within EFCA;
- To encourage EFCA to more actively involve YPs in their activities;
- To create a network of cross discipline Young Professionals within the engineering consulting industry;
- To share experience and best practice within the network;
- To encourage MA's to become more supportive of YP activities;

- To support the growth of YP groups in MA's;
- To promote the consulting industry among Young Professionals.

3.3. Introduction to the Business Plan

The purpose of the plan is to list the vision and the goals of the YPSC, and to map out a strategy to focus actions. The core programme of the EFCA Young Professionals Steering Committee consists of four initiatives:

a. **Organisation:** Organising professional activities for the EFCA conference. All YP activities will be included to the official EFCA annual conference programme each year.

b. **Communication:** Encouraging communication within the Young Professional community, individuals and YP MA's.

c. **Providing information of interest:** Topics may include, but are not limited to the following: upcoming official EFCA YP activities; information from YP MA groups; YP initiatives in the world of interest to the EFCA community; and information that encourages communication and interaction between members of the EFCA YP community. This communication will be organised in social media groups, e-mails and through the official EFCA website.

d. **Subcommittees:** Creation of subcommittees for the various initiatives of the YPSC. Each subcommittee will coordinate its assigned task. The leader of each subcommittee will report back to the YPSC.

4. MEMBERSHIP

4.1. Membership in the YP group

Membership eligibility for the Young Professional group is open to any engineer, planner, architect or allied professional whose member firm is part of EFCA and wishes to join a European network of similar professionals within the EFCA community.

The age limit for Young Professional group membership is limited up to the age of 40.

4.2. Membership in the YP Steering Committee

Members interested in directing the activities of the YP group may apply to join the YP Steering Committee. Annually, the EFCA YPSC will announce a call for nominations for new YPSC members. This may include approaching MA's to nominate their perspective candidates to represent the YP community. The detailed process is identified in annex 1.

Regional YP Chairpersons are considered eligible to join YPSC automatically. In case there is no Chairperson, YPSC will contact the local YP group and ask to nominate a representative who will be considered a YPSC member.

4.3. Roles and Responsibilities

4.3.1. YPSC

The YP group will be led by the YPSC, who are a fair representation of young professionals in Europe and who have the optimum balance of skills and experience to drive the network forward.

The YPSC will develop initiatives and programmes to reach out to YPs. It will be responsible for the ideas and solutions behind EFCA YP initiatives. The YPSC will regularly be in contact to review progress, identify new objectives and develop and execute programmes to improve communications and participation from YPs.

4.3.2. Chairperson and Vice-Chair

The YPSC will be led by a Chairperson who will oversee the activities of the steering committee. He or she will be assisted by the Vice-Chair. This Chairperson will act as the coordinator between EFCA and the committee to ensure that the position of the steering committee is represented within EFCA.

The Chairperson is in charge of the review of the business plan.

4.3.3. YP coordinator

The EFCA Secretariat will provide a link between the YPSC and EFCA Member Associations, and it will assist in the delivery of the committee services to these associations.

The EFCA YP coordinator will provide administrative support to the YPSC and will assist in the delivery of results. This includes management of the YP section on the EFCA website and other social networks.

ANNEX 1

YPSC guidelines to election and nomination

A.1 Membership to the YPSC

New YPSC members will be solicited on a yearly basis. They will be solicited from the EFCA Member Associations as well as through the EFCA YP community at-large.

A.1.1. Term of Membership

The term of membership to the YPSC is 2 years. This term can be renewed.

A.1.2 Nomination to the YPSC

The EFCA YP coordinator shall announce the call for nominations each year through the YP Homepage and through contacting the MA's.

Prospective members of the committee may submit an application directly to the YPSC and the YP coordinator. The application shall be submitted right after the annual conference.

A short, standardized nomination form available through the EFCA website shall be submitted by each applicant. An applicant can be self-nominated or nominated by his YP Member Association or Member Association. Applications should be presented to the YPSC and the YP coordinator. During a YPSC meeting, the YPSC will decide on the applications.

The host MA or YP MA for each EFCA conference will be requested to provide a YP member to participate on the YPSC in addition to the members. This local support and knowledge are important to the logistics and success of YP conference events.

Recommendations for each applicant shall be shared with the members of the YPSC. The YP coordinator shall notify each candidate of his acceptance or non-acceptance to join the YPSC.

A.2 Election of Chairperson and Vice-Chair

Each member of the YPSC may nominate themselves for the position of Vice-Chair.

The Vice-Chair will be elected by the YPSC members.

The Vice-Chair serves for a term of two years. He or she automatically becomes the Chairperson after his/her term, if the Chairperson does not want to be re-elected.

The Chairperson serves a term of two years. He or she can be re-elected.

A.3 YPSC Shape

The YPSC will seek to develop geographical representation by inviting YPs from each member associations. This will be done in an annual request to Member Associations for new members. The EFCA YP community will also be solicited for self-nominations. The YPSC will strive to limit membership to no more than one representative per country. The host country of the annual conference can have no more than two representatives.

A.4 YP Development

Membership is open to any young professional working within the EFCA network. Membership is free.

YPSC members are expected to promote their involvement in the YPSC to their fellow YP MA memberships, and to encourage participation of other young professionals in the YP community.



Lyubomir Petrov

/Chair/



Riitta Kujala

/Vice-Chair/