Work Plan 2013 - DRAFT
Young Planners Group
Prepared for Illinois American Planning Association (APA-IL) Board Meeting
January 11, 2013

The draft work plan for the Young Planners Group (YPG) summarizes the YPG’s overall vision and purpose and outlines the focus, goals, and event planning ideas the YPG has for the 2013 year. The YPG is interested in obtaining feedback and insight on the draft work plan from the APA-IL Board.

Section 1: Vision, Purpose, and Membership
The vision of the Young Planners Group (YPG) is to provide an organization for young urban planners to develop professional skills, make connections with one another, and meet/learn from experienced urban planners.

The purpose of the YPG is two-fold:
1. Professional Development
2. Professional Networking

The YPG Leadership Committee will organize several events spread throughout the year that focus on professional development and networking.

Section 2: Regional Focus
Insight from the Board will be especially needed on this issue. Due to logistical travel issues, YPG will mostly cater to young professionals in the Chicago Metropolitan Area. Most events organized by YPG will only last a few hours and many of the events will be in the evenings during the week. Furthermore, some of the events may focus on Chicago-area planning issues as well as broader state and national planning issues pertaining to professional development. When feasible, events will be open to young planners from outside the Chicago-area (i.e. during the National APA Conference or future Illinois Chapter Conferences).

Section 3: Proposed Events
There are three categories of proposed events that YPG will host during 2013:

1. Professional Roundtable Discussions (2 total events)
   Approximately twice a year, YPG will host a roundtable discussion featuring three to five experienced planners discussing a planning issue and providing insight into their own planning careers. Topics may include broad subjects such as transportation, the environment, housing, and the discussions may have a Chicago-area focus where pertinent. Each discussion will last approximately 90 total minutes including introductions and closing question/answers. The YPG Leadership Committee will moderate the discussion.

2. Social Networking Events (4 total events)
   Hosting social events throughout the year is one way YPG can foster professional networking. Approximately four times a year, YPG will host (or co-host in partnership with an allied group) a professional networking happy hour. The event will not have a strong formal structure, but rather be a meet-and-great session to connect young planners. Experienced planners may also attend the events, especially if the event is co-hosted by another professional group.

   The first social networking event will be in early February at Jak's Tap (901 West Jackson Boulevard). This event will be co-hosted with the Chicago Metro Section of the Illinois Chapter of APA (APA-IL).

3. AICP Exam Preparation/Study Sessions (potential collaboration/assistance with APA-IL Professional Development activities)
   There is potential for collaboration with APA-IL Professional Development to help organize events that focus on preparing for the AICP exam. Meeting with Professional Development Officer Jamie Simone will be an important
first step to coordinate efforts. YPG could serve to help spread-the-word about AICP exam preparation events by reaching out to young planners. YPG could also help organize exam-related events as necessary.

**Section 4: Communication Modes**

The YPG Leadership Committee will spread the word about events and make important announcements through several modes of communication:

- Email listserv (YPG’s email address is yp@ilapa.org)
- YPG Website ([http://ilapaypgroup.weebly.com/](http://ilapaypgroup.weebly.com/)) and APA-IL website
- Direct correspondence with the Urban Planning and Policy Student Association Leadership at UIC and other higher education institutions with urban planning related programs
- Facebook and LinkedIn Groups

**Section 5: Budget**

Insight from the Board will be especially needed on this issue. It is anticipated that the YPG will require a minimal amount of funding to host the events describes in this work plan. For example, in the past, a roundtable discussion was held at a local planning consultant’s office and the consultant agreed to purchase pizza for the group in attendance. It is also anticipated that there may be need for a room deposit for a YPG networking event during the National Conference. While the YPG will maintain a policy of operating at minimal to zero cost, the YPG would like to request a formal budget of $500. In years past, the YPG has not had a formal budget and has had to rely on the personal funds of volunteers with reimbursement from the APA-IL treasurer after the fact.

One proposed way to fund the YPG would be to get expenses reimbursed through the Chicago Metro Section of APA-IL. The YPG budget of up to $500 could be added to the CMS budget for the upcoming year and any funds left over at the end of the year would be returned to APA-IL. Alternatively, the YPG could work directly with the APA-IL Treasurer, Bob Zimmerer. In either case, having a known budget is critical in allowing the YPG to plan events. Coordinating with Bob and CMS Treasurer, Brandon Nolin will be important in this funding request.

**Section 6: Leadership Committee**

The Leadership Committee for YPG will meet every other month in person and communicate via email/phone as necessary to organize events. The committee will be comprised of four to six positions depending on need and the number of people willing to volunteer.

YPG Co-Chair (Andrew Broderick)

This person is responsible for all events, internal and external communication, and general leadership of the committee and broader group.

YPG Co-Chair (person to be named later)

This person is also responsible for all events, internal and external communication, and general leadership of the committee and broader group.

YPG Professional Networking Director (person to be named later)

This person is responsible for organizing the professional networking happy hour events.

YPG Technical Communications Director (person to be named later)

This person is responsible for maintaining the YPG listserv, website, and social media communication outlets.

YPG At-Large Committee Member (people to be named later)

One to two people could serve on the committee to provide more insight, leadership, and diversity of ideas.

The past leadership of YPG will serve an advisory role and will be consulted as needed.

A search is currently underway to find the remaining committee members. Committee members are required to have an urban planning-related degree and it is preferred that committee members are APA members. Committee members do not need to be AICP or currently employed. In selecting committee members, deference will be given to creating a diverse committee capable of bringing multiple perspectives to the broader group.

Each committee member will be asked to serve a one-year term with the co-chairs serving an additional year in an advisory role.

**Appendix: Proposed Calendar of Events (all dates are approximate)**

Early February (Exact date TBD) – Social Event #1: Professional Networking Happy Hour at Jak’s Tap co-hosted with the Chicago Metro Section of APA-IL
April 13\textsuperscript{th}-17\textsuperscript{th} – Social Event #2: Professional Networking Happy Hour in conjunction with the APA National Conference. Details TBD.

April 30\textsuperscript{th} – AICP Exam Preparation: Study Session 3

June 13\textsuperscript{th} - Professional Roundtable Discussion #1: Topic and Participants TBD

Mid-July—Social Event #3: Professional Networking Happy Hour TBD

Late-September – Social Event #4: Professional Networking Happy Hour TBD

October 14\textsuperscript{th} – Professional Roundtable Discussion #2: Topic and Participants TBD