



# GOS Working Committee Roles/ Responsibilities and Operating Model

# Mission/ Vision

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**GOS to be known as a strong cohesive and connected community that promotes Odia culture as well enhanced life experience for Odias in Georgia**

- ▶ Promotes Odia language, culture and heritage
- ▶ Supports each other (warm welcome to new members, no discrimination and a reliable support system) and helps grow at individual and community level
- ▶ Drives unity and community spirit through formal/ informal activities/ events
- ▶ Has presence within larger Odia, Indian and American population
- ▶ Encourages, motivates and promotes accomplishments of community members
- ▶ Celebrates success and identifies continuous improvement opportunities
- ▶ Symbolizes 'Growth mindset'

# Strong WC - Characteristic Expectations (Nomination/ Election Criteria)

Voluntary role for self motivated ethical individuals with personal interest and positive attitude to take community (aligned with mission/ vision) to next level

- Neutral, humble and well-balanced individual without any personal/ self serving goals i.e., if you are seeking power/ position/ recognition, this is not the role **instead buckle up for a thankless job**
- Believes in “Strength in Unity”
- Invested enough to carve time and put effort to take specific activities forward (Divide/ conquer)
- People skills to connect with the community (build network at personal level) and helpful attitude
- Responsive and drives to bring things to closure on a timely basis - It's not a role to show glimpses of occasional brilliance, but sustainable and consistent accomplishment
- Vigilant to hear good suggestions you are getting from community members and brings in for internal WC discussions; Once aligned to take it forward, gives credit where credit is due
- Strong team players with diverse skills (preferred) to cover all aspects of WC: Financial, Cultural and leadership with vision
- At least one or two members with strong leadership (Servant leadership) and communication (oratory as well as written) skills
- Combination of one or two senior/ experienced members with younger (including young adults) members
- **Understands “Community puts trust in you and burden of proof to be “worthy of their trust” is on your shoulder”**



# Roles and Responsibilities

- ▶ Responsible to keep community interests front and center to drive
- ▶ Early in the year, set goal and agenda for the year to **drive a successful year** aligned with mission/ vision for community growth as well as financial aspect
- ▶ Establish/ refine policies, processes and procedures for ongoing sustainability and growth of the organization
- ▶ Divide/ conquer within the team and engage best athlete(s) from community to drive traction on each initiative – internally clarify roles/ responsibilities aligned with skills/ attitude to learn
- ▶ Once assigned, it's yours to drive with others available/ accessible to support
- ▶ Act as the “Point of Contact” for community members for any support/ needs including dispute resolution that happens during any GOS events
- ▶ Respond back to any community asks (emails/ calls/ reach outs) on a timely manner depending on the sense of urgency – Maximum up to 5 business days for non time sensitive matters
- ▶ Moderate communication channels for appropriate communication and discussions
- ▶ Facilitate WC selection for upcoming year by October of current year
- ▶ Set future WC up for success through a well orchestrated transition and collaboratively prepare for a successful Q1
- ▶ Communicate/ report out on WC progress to community – WC owes to the community
- ▶ **Build trust and credibility through your actions**



# WC Internal Operating Model

It's important that the WC itself is high performing team and is a role model to yield optimal result, to do so:

- ▶ Every member has equal rights to bring in ideas and suggestions
- ▶ No judgement setting: Everyone should feel comfortable to be transparent and share any thoughts/ ideas without hesitation
- ▶ Set up standard meeting cadence (at least once a month) and add ad-hoc ones on as needed basis
- ▶ Each internal mtg will be tracked through action item list with named owners, due dates and actual closure dates for scorecard
- ▶ Absolute diligence is expected from each member and if named owner is not able to close out, seek timely help; Be there to support each other to be effective as a team
- ▶ Discuss internally and share broader communication based on internal decision – majority wins and once a decision is made, stand by it; if there is any disagreement and additional input needed, keep those topics for online voting/ GBM
- ▶ Be responsive internally
- ▶ **Refrain from** creating the situation for others to carry your workload (signs of a dysfunctional team); In the event, someone is strapped on time consistently and/ or not stepping up, please step down gracefully to allow other interested community members to step in
- ▶ **Communicate, Collaborate, Cooperate and Celebrate**



# Q&A

