

Women in Supply Chain Partner Reference Group

A PARTNER REFERENCE GROUP OF
THE VICTORIAN TRANSPORT AND LOGISTICS
INDUSTRY ROUND TABLE



Women in Supply Chain Partner Reference Group

Charter

Women in Supply Chain – Partner Reference Group

History

The Victorian Supply Chain Excellence Action Plan 2006 is aimed at establishing Victoria as the State of Supply Chain Excellence and the Gateway of Choice in the Australia-Pacific region. The Transport and Logistics Industry Round Table is comprised of Industry and Victorian Government people collaborating to pursue the key objective of creating and maintaining Victoria as the State of Supply Chain Excellence. The Transport and Logistics Industry Round Table has established a number of Partner Reference Groups and working groups to develop crucial elements of supply chain excellence. The Women in Supply Chain Partner Reference Group is one such group which has been established to recognise the crucial role women play within what has historically been a predominantly male dominated industry.

Purpose

The purpose of Women in Supply Chain - Partner Reference Group (WISC PRG) is to:

- Establish a dynamic networking environment for women working within the industry;
- Encourage participants to actively build healthy functioning relationships with others in the broader industry both individually and within other functioning networks and organizations for their own personal benefit, the organisations they work within and the industry as a whole;
- Increase awareness and understanding of relevant issues across the industry spectrum and encourage active involvement of participants across all Transport and Logistics Industry Round Table projects;
- Provide a vehicle to encourage and enable proactive and constructive integration of women within the industry on an ongoing basis;
- Encourage continuing professional development within the membership; and
- Share knowledge through the collection and dissemination of information between Partner Reference Group members.

The purpose will be achieved by:

- The provision of dynamic networking opportunities on a quarterly basis;
- Recognising and encouraging leadership amongst participants;
- The active co-operation of other Partner Reference Groups in encouraging participation of women from within their sphere of influence;
- Appropriate sourcing of relevant individuals and organisations to provide proactive and challenging speakers and other opportunities for participants; and
- Inclusive opportunities for collaboration between all Partner Reference Groups.

Executive

In 2008 the Chair of Women In Supply Chain Partner Reference Group established an Executive committee. The Executive's goals/objective is to:

- Represent the WISC PRG on behalf of all members;
- Develop quarterly dynamic networking opportunities for WISC members;
- Attend other Partner Reference Groups as required;
- Encourage sponsorship and collaboration with Supply Chain Industry sources for networking opportunities; and
- Identify projects to WISC PRG to develop or be involved.

Executive Leader Skills

- Listens to team
- Communicates well and provides constructive feedback
- Fosters team relationships
- Decisive
- Inclusive & facilitates participation
- Uses participative decision making
- Facilitates development of shared goals.
- Chairs meetings and events.

Executive Member Skills

- Interpersonal & communication skills
- Creative & innovative
- Open minded
- Decisive
- Respectful
- Clear understanding of the WISC PRG Executive business
- Honest and timely communications
- Credible
- Shares functional expertise
- Willing to take ownership of topic/issue and see it through to fruition.
- Listen to everyone
- Maintain reputation and professional standards

Goals/Objectives:

- A cohesive and committed team
- Provide exciting opportunities for networking
- Encouraging leadership among participants
- Active co-operation of other PRGs in encouraging participation of women from within their sphere of influence.
- Sourcing relevant individuals and organisations to provide proactive and challenging speakers
- Identify project(s) for the WISC PRG to carry out.
- Source opportunities for continued growth in personal/professional development and pursuit of excellence for members.

Code of Conduct

Subject	Methods
Staffing	Staffing of Executive positions will be conducted through recommendations put forth from serving WISC PRG Executive team members, WISC PRG or through the submission of personal nomination. Committee will consider nomination and respond with decision within two weeks. Ideally members will be representative of the Transport and Logistics industry as a whole.
Tenure	Tenure is for three years with elections every 18 months for ½ the members. Chair person will serve up to a maximum of 6 years and succession will occur through a vote by current Executive Members.
Membership	Membership to WISC PRG and Executive is free. Membership of the Executive is through self nomination and acceptance by the Executive. A maximum of 10 Executive members and the Chair. A corium is 5 executive members including the Chair. Provisions for co-opting onto the Executive will be determined as needed.
Meetings	Meetings/Networking opportunities for the WISC PRG will be held quarterly. Meetings for the Executive will be held a minimum of four times a year. Structure will be flexible. Consider recommendations & options. Out-of-session approvals can be gained via e-mail.
Communication	A separate Communication Plan will be developed. Communication will be open, honest, timely & inclusive. Focus on information sharing.
Topic owner	The person in charge of any topic / issue / project to be the one who coordinates communications on that topic until final decision/outcome/approval is given. Items that can be addressed outside the meetings through email are to be completed through this medium and results reported at the executive meeting.
Conflict Resolution	Where possible all disagreements should be resolved at the lowest level prior to elevation to the Executive Leader if required.
Decision Making	Participative decision making. Decision making will be structured and based on logic.
Team culture	Establish a culture that promotes the team and shares wins and losses.