



Forming your Young Professionals Affinity Group

Formation petition guidelines

The IEEE Young Professionals



IEEE

youngprofessionals

The IEEE Young Professionals (YP for short) is an international community of innovative members and volunteers. We are a group of young engineers at early stage of our careers who share knowledge, enthusiasm and collaboration readiness on events and conferences around the globe.

Young Professionals are all the IEEE members who have graduated from their first university degree within the past 15 years.

We look forward to welcome you

- ▶ Currently, there are over 150 Young Professionals Affinity Groups worldwide, and more than 120,000 members globally. We look forward to welcome you in our family!
- ▶ The document is a step-by-step guideline through the petition completion process, which will form your Young Professionals Affinity Group (YP AG)
- ▶ Petition pre-requisites:
 - at least 6 young professional members in your section ready to sign the petition (by e-mail invitation) while the recommended number is 12
 - YP AG Interrim Chair, most often the person who fills the petition
 - approval of your Section Chair

Before you start, please check if AG in your Section exists already!

- ▶ You can check the map on the home page of :

<http://yp.ieee.org/>



Are you ready?

Prepare the list, make yourself a coffee, relax and enjoy the beginning of your great story!

This one will inspire generations of young, enthusiastic volunteers and transform them into amazing leaders!

Let's begin!

- ▶ Go to: https://www.ieee.org/societies_communities/geo_activities/forms_petition
- ▶ Follow the slides

♦ Forming an IEEE geographic unit

In accordance with the actions of the IEEE Member and Geographic Activities Board, there are specific guidelines to follow when forming an IEEE geographic unit. More information about forming a geographic unit can be found in Section 9 of the [MGA Operations Manual](#).

Petitions for Student Branches, Student Branch Chapters, Student Affinity Groups, Technical Chapters, Joint Chapters, and Affinity Groups can be submitted online.

Access Petition Form

If you are interested in forming Councils, Sections, or Subsections, see the appropriate area and petition form on this page. Each form includes complete directions, requirements, and a simple workflow of the unit petition processing activity.

Please email IEEE Staff at petition@ieee.org with questions regarding unit formation policies or unit formation petition processes.

[↑ top of page](#)

- ▶ Scroll down until you see the Forming an IEEE geographic unit
- ▶ Read the text then click the orange button **Access Petition Form** or go directly [here](#)
- ▶ Fill in your IEEE login details to access the intranet

Create new petition

IEEE Geographic Unit Formation Petition Application



Create Petition

Start a new Petition

Are you the Organizer of the petition?

An Organizer serves as the Interim Chair of the Geographic Unit you are petitioning to form.
An election should be held once the Geographic Unit has received confirmation of official formation by IEEE.

Yes No

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Email: petition@ieee.org

Phone: +1 732 562 5548

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Now we need some information about you!

IEEE Geographic Unit
Formation Petition Application



Create Petition

Start a new Petition - Organizer Information

Member Number	Full Name	Grade	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	City	State / Province	Country & Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Section Code	Section Name	Region Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

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Choose “Affinity Group/Joint Affinity Group”

IEEE Geographic Unit Formation Petition Application



Create Petition

Please select the organizational unit that you are trying to form. If you do not see the type of petition you need, please contact petition@ieee.org for further assistance.

Start a new Petition - Choose a petition type

- Affinity Group/Joint Affinity Group
- Chapter/Joint Chapter

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START PETITION >

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Now we finally start with petition!

Petition to Form an IEEE Affinity / Joint Affinity Group

🕒 Not Submitted

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Petition Information

An Affinity Group is a non-technical subunit of an IEEE Region, Section, or Geographic Council. [Affinity Groups](#) are your local link to the valuable resources available from IEEE and one, or more, of its [four affinities](#) - Young Professionals (YP), Women in Engineering (WIE), Consultants Network (CN) and Life Member (LM). Affinity group activities may include guest speakers, workshops, and seminars, as well as social functions. These activities provide members with valuable opportunities to network at a local level - enabling both personal and professional growth. To form an Affinity Group, please read the requirements below.

The petition to establish an Affinity Group shall contain the following:

- **Name of the geographic parent**
- **Name of the organizational parent (Consultants Network (CN), Young Professionals (YP), Life Member (LM), Women in Engineering (WIE)).**
- **Name of the organizer (who will serve as interim Chair pending election at a later time).** The organizer shall be of an IEEE Graduate Student Member or of higher grade and must be an IEEE member for a minimum of six months.
- **Signatures of at least six (six) IEEE Graduate Student Members or of higher grade, and must be an IEEE member for a minimum of six months.**
- **A business plan** that includes mission/goals, planned meetings and activities for first six months.
- **Endorsement of the Geographic parent Executive committee.** The completed petition shall be endorsed by the Geographic parent Executive Committee.
- The Affinity Group will be considered established after the Regional Director and the IEEE organizational parent have approved its formation. The IEEE Member and Geographic Activities Managing Director shall notify the Member and Geographic Activities Board, the IEEE organizational parent, and the geographic parent.

TO FORM A JOINT GROUP COMPRISING TWO OR MORE CONTIGUOUS SECTIONS

An Affinity Group or Joint Affinity Group may be established by the procedures defined herein to cover the territory of two or more contiguous Sections, or a Geographic Council, provided the necessary approval is obtained by all concerned. The petition shall identify the entity assuming responsibility for the Affinity Group management (managing parent).

TO CHANGE STATUS OF AN AFFINITY GROUP

The status of an Affinity Group may be changed from single to joint, or vice versa, or from one joint combination to another, without submission of a petition. The change in status will become effective following approval of the request for change by the Regional Director(s), Affinity Group Chair, Geographic parent Executive Committee, and other entities involved.

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Tell us about yourself as an Interrim Chair

Petition to Form an IEEE Affinity / Joint Affinity Group

 Not Submitted

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Organizer/Interim Affinity Group Chair

The following individual is serving as the Organizer of the Affinity Group, who will serve as interim Affinity Group Chair pending an election at a later time. Eligible candidates must hold grade of Graduate Student Member, or higher, as well as a member of IEEE for a minimum of six months. An election should be held once the Affinity Group has received confirmation of official formation by IEEE.

If you are forming a Joint Affinity Group comprised of two or more contiguous sections, please use the (+ Add Co-Organizer) button to add Co-Organizers by entering their IEEE Member number.

Member Number

Full Name

Grade

Email

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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 Email Incorrect? [Update your User Profile](#)

ADD CO-ORGANIZER 

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SAVE & CONTINUE 

State your Section name as the Geographic parent

IEEE Geographic Unit Formation Petition Application



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Not Submitted

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Affinity Group Information

Please select the Sponsoring Entity for which you are forming an Affinity Group.

Name of the Geographic Parent

Please Select the Type of Affinity Group:

- Consultants Network
- Life Member
- Women In Engineering
- Young Professionals

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Share your vision with us

Petition to Form an IEEE Affinity / Joint Affinity Group

Not Submitted

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Business Plan

Please provide the following information for the proposed geographic unit.

1. What was the motivating factor that led to forming this geographic unit? What member needs will be fulfilled as a result of forming this unit? *

2. List the activities the unit will focus on for the first six months. What activities will engage the members of the unit with one another? *

3. What accomplishments will this unit strive to meet in its first year? *

4. What level of local support is engaged in support of the unit activities? *

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- ▶ Make it good and elaborated, in accordance to YP program vision. Your AG approval greatly depends on this part.



Get support from your Section Chair

IEEE Geographic Unit Formation Petition Application



Petition to Form an IEEE Affinity / Joint Affinity Group

Not Submitted

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Endorsement of IEEE Members

Geographic Parent Executive Committee Endorsement

An email will automatically go out to the Chair(s) of all Geographic Parent Unit(s), asking for them to endorse your petition*.

**If you do not report to a Section, the endorsement request will go to your Region Director.*

Member Number *	Full Name	Email	Status
			New

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Fill in your petitioners details

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Not Submitted

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Signatures

We, the undersigned, who are members of the above IEEE Region(s), Section(s) or Geographic Council(s), and are IEEE members, Graduate Student Member grade or higher, for a minimum of six months, hereby petition for approval to form an Affinity Group in the Geographic Parent(s) above. We agree to abide by the [IEEE Constitution](#), [IEEE Bylaws](#), [IEEE Code of Conduct](#) and [MGA Operations Manual](#).

Member Number	Name	Email	Status
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒
🔒		🔒	🔒

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BACK SUBMIT >

Don't forget to press SUBMIT



Congratulations for submitting the petition!

Next steps:

- ▶ Your petitioners will get an e-mail invitation to confirm the petition – once you have six digital signatures, it takes up to two weeks to get your organizational unit approved
- ▶ After the IEEE has approved it, you will serve as an Interrim Chair with a first task to organize elections for the YP AG Chair
- ▶ Your official contact in Region 8 is ma-yp@ieeer8.org. Let us know if you need any help about the process or just to say ‘hi’.
- ▶ Visit <http://yp.ieee.org> and <http://yp.ieeer8.org> to check our programs, news, communities
- ▶ Get your own ideas and build up your team
- ▶ Check volunteers resources <http://yp.ieee.org/volunteers/manuals> for manuals, promo kits, getting your members list and many more

Welcome to our family!



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