

MNICS Working Team Charter (Template)

# Title (can be a title page)

# Date the charter is in effect (year format)

# Mission Statement:

## Goals

# Organization:

## Membership

## Working Team Representation/Voting Members

## Chair position rotation

# Structure:

## Responsibilities and Duties

* + Organization Chart
  + Working Team Members
  + Chairperson
  + Vice-Chairperson
  + Past Chairperson

## Meetings

## Annual Action Items

# Ending Statement similar to:

*“The Charter has been reviewed and agreed to by the MNICS Taskforce. The Charter will be reviewed every (3) years with the option to amend as needed.”*

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A signature line for the Chair, Working Team and Date

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A signature line for the Chair, MNICS Taskforce and Date