

Together San Rafael – Fun Committee

Proposed Make up of Fun Committee – Criteria for Composition of Group

- a. Team members who want to join the “Fun Committee” will fill out an interest form. The TSR Committee will review applicants to help find a balance for the team taking into account skill sets and representation across Departments. Department/Division.
- b. Level in the organization.
- c. Type of worker (desk and “in the field” worker).
- d. Work location.
- e. How/what would you like to contribute to the Fun Committee?
- f. Any ideas of what we can do to improve the culture and togetherness of San Rafael team?

Who reviews applications and determines who participates?

- Department Director team, Assistant City Manager, and City Manager review applications and recommend up to 15 employees to the Fun Committee.

How long is the commitment?

- 1-2 years; ideally 2 years and then people would rotate out on an annual basis.
- Not required to make a 2-year commitment.

How much of a time commitment is it by month?

- Committee to meet as a whole group every other month.
- Between 4-8 hours every other month depending upon the level of special projects the participant is interested in and available to work on at any given time.

What is the Outline/Scope for Work for this Committee?

Events – How do we build connection and relationships across the City with events that bring us together?

- Volunteers work with Departments to host “Let’s ____ Together” events.
 - Designate Department’s to host and organize events.
 - Assist in communication from the Committee to all staff promoting events
 - Provide budget information
 - Track which departments have/have not hosted an event
 - Be available to answer questions and offer information

Storytelling – How do we tell the story of accomplishments across the City and TSR culture?

- Film and create short clips of ‘Let’s ____ Together’ events
- Collaborate with DEIB Committee to highlight their work
- Collaborate with Recognition to highlight employee’s wins

Recognition – How do we celebrate our successes and recognize achievements?

- Select an employee to be highlighted for a recent victory to celebrate the wins on our teams, outside of the employee of the quarter
- Conduct a City-wide survey to determine how employees prefer to be appreciated

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