**U.S. WIN Committee Member Recognition Letters**

Attached you will find a template for recognizing your WIN chapter members who are active in U.S. WIN Committees and Initiatives.

**Expectations for Chapter Leading Group members**

* Complete the template and submit the Word Document to the U.S. WIN Chair (juliann@thenuclearcompany.com) for review and signature.
* The letters should be sent annually, preferably in August following the conference which is a common turnover time for many of the positions being recognized.
* Provide the e-mail address for the recipient of the letter CNO (or equivalent). The U.S. WIN Chair will cc the LG member when sending it to the recipient.
* Follow up with the recipient to ensure it was received and they understand the significance of the contributions of the members being recognized.
* It is expected that the LG member send a copy of the signed letter to all U.S. WIN members listed in the letter.

XXXXXXX, 202X

CNO or CEO Name

Title (Chief Nuclear Officer, etc.)

Company name

Company address

Mr. or Ms. \_\_\_\_\_\_\_\_,

It is my pleasure to recognize and express appreciation for the contributions of (insert company name) Women in Nuclear members who have served on committees and in leadership roles in the U.S. Women in Nuclear (WIN) organization during 202X and 202X.

U.S. Women in Nuclear is the premier network of over 5000 women and men who work in nuclear- and radiation-related fields around the country. The U.S. WIN organization was established in May 1999 and continues to grow and evolve. The vision of U.S. WIN is to position the United States for the future of nuclear energy and technology through the advancement of women. The following are the strategic objectives of U.S. WIN:

* Attract a diverse workforce to pursue professions and trades in the nuclear sector
* Foster a culture of inclusion and belonging that retains a diverse workforce in the nuclear sector
* Create professional development and networking opportunities for career advancement
* Inspire advocacy and public support for the advancement of nuclear energy and technology.

It is appropriate that we express appreciation and recognition to these members for their strong commitment and efforts throughout the year, often outside work hours, to support U.S. WIN and the nuclear industry. A listing of your organization’s employees serving in U.S. WIN leadership and committee roles is attached so you can recognize these individuals for their contributions.

We thank you for supporting the (insert company name) WIN chapters and the U.S. WIN organization. We look forward to accomplishing great things together and encourage your continued support and involvement.

(email to U.S. WIN Chair for signature)

Chair, U.S. Women In Nuclear

**202X-202X U.S. WIN Committee Members from (insert company name)**

U.S. WIN Steering Committee

* Name - role

National Conference Committee

* Name - role

Awards and Recognition Committee

* Name - role

Professional Development Committee

* Name - role

GROW Program

* Name - role

Communications Committee

* Name - role

DEI Committee

* Name - role

Leading Group

* Name - role

NEXT•Up

* Name - role

NEXT2X

* Name - role

NEXT-Steps

* Name - role

**U.S. Women in Nuclear Organizational Structure**

**U.S. WIN Steering Committee** – The Steering Committee is focused on the development of strategic and policy issues for the U.S. WIN organization. It is comprised of 12-14 members representing the diverse U.S. WIN membership, the NEI U.S. WIN Director and Member Emeritus.

**U.S. WIN Leading Group** – Comprised of one representative from each recognized chapter, the U.S. WIN Representative to WiN Global, Steering Committee Members, Standing Committee Chairs, Regional Coordinators, and At-Large Members as invited by the Steering Committee. The Leading Group supports U.S. WIN strategic objectives, approves ad hoc committees, approves strategic direction and policy recommendations of Steering Committee, supports development of National Conference Agenda, provides advocacy of Chapters and Regions at National level, fosters communications between Chapters and Regions, provides advice and guidance in establishing chapters, develops strategies to recognize U.S. WIN members and programs.

**Communications Committee –** The Communications Committee develops and implements communication strategies via traditional and social media for internal (U.S. WIN membership) and external communication to support the U.S. WIN strategic objectives. The committee provides insight and recommendations to NEI on the development and maintenance of the U.S. WIN website and provides recommendations to the Steering Committee on strategies to enhance communication with U.S. WIN members and with the Public (elected officials and local citizens), and following approval of SC and LG, implements the strategies. The committee developed and maintains the U.S. WIN Public Outreach resource library.

**Professional Development Committee –** The Professional Development Committee develops and implements professional development opportunities for U.S. WIN members aligning to the U.S. WIN strategic objectives.

The committee identifies emerging needs and trends, develops appropriate professional development topics and programming, and provides workshops and webinars to meet those needs. The committee has offered certified courses in conjunction with the national conferences since 2011 that provide members with a skill that is important to nuclear professionals. The committee developed and maintains the U.S. WIN Professional Development resource library.

**Metrics Committee –** The Metrics Committee coordinates the capture, compilation, and reporting at the national level, the contributions WIN Chapters are making to their organizations and the nuclear industry. The committee prepares the executive summary report of U.S. WIN Metrics for presentation to the Executive Advisory Council and at Nuclear Strategic Issues Advisory Committee (NSIAC) meetings, and provides metrics data to the Awards and Recognition Committee.

**Awards & Recognition Committee** – The Awards & Recognition Committee recognizes WIN member contributions to their organizations and the nuclear industry, and the accomplishments of our U.S. WIN chapters. The committee recommends chapters to receive the annual U.S. WIN Chapter Excellence Awards in the following areas: Professional Development, Networking, Public Outreach, and Overall Chapter Excellence. Certificates are presented during the U.S. WIN Conference Awards Luncheon.

**U.S. WIN Leadership/Champion Award Committee** – An Ad Hoc committee formed annually to select a recipient for the U.S. WIN Leadership and Champion Awards. The committee screens all nominations and provides a recommendation for a single recipient to the U.S. WIN Steering Committee for consensus affirmation.

**National Conference Committee –** The Conference Committee plans and implements an annual national conference that supports the U.S. WIN strategic objectives, provides professional development and national networking opportunities, and recognizes U.S. WIN members and programs.

**Diversity, Equity, and Inclusion (DEI) Committee** – The U.S. WIN Diversity, Equity, and Inclusion (DEI) Committee was born in conjunction with the Nuclear Energy Institute (NEI), the Institute of Nuclear Power Operations (INPO), and various executive sponsors from across the nuclear industry. This committee is committed to extending the nuclear industry’s culture of excellence to the effort to build a diverse and inclusive workforce.

**Nuclear Executives of Tomorrow (NEXT)** - The program was created by U.S. WIN in conjunction with the Nuclear Energy Institute and nuclear executives across our industry to provide executive-level leadership development focused on preparing the best and brightest individuals for future positions of greater strategic leadership. The program supports highly capable female leaders primed for executive-level advancement. It provides challenging experiential opportunities and creates a tight-knit professional network focused on helping each other succeed. The expected participant outcome is development within executive leadership competencies, broadened strategic perspective, a well-established professional network, and an active industry-wide role in supporting a future that is both diverse and sustainable.

**Growth, Relationships, and Opportunities through WIN (GROW)** - The mentoring program was developed by the U.S. WIN Professional Development committee to provide knowledge and tools for mentees and mentors to be successful in leveraging relationships that foster career and personal growth for individuals in the nuclear energy and technology fields. The program aims to develop solid relationships, interpersonal skills and business knowledge to drive organizational effectiveness and efficiency. Participants are paired with mentors based on experience levels to share lessons learned, anecdotes, operational experience, goals and aspirations. Related reading material and group activities are provided to enhance the experience.

**NEXT•UP** - The NEXT•UP program was a successful new offering in 2023, inspired by the NEXT program, with a broader reach to serve motivated women on the path to senior leadership positions. This program is for women in search of community and advanced studies in self-awareness, self-confidence, and self-value. Designed by women, for women, NEXT•UP is an inspired, accelerated, and immersive program where we explore Imposter Syndrome, and uncover your unique values, beliefs, fears, and superpowers. We will help define what you want next and how to go after it.