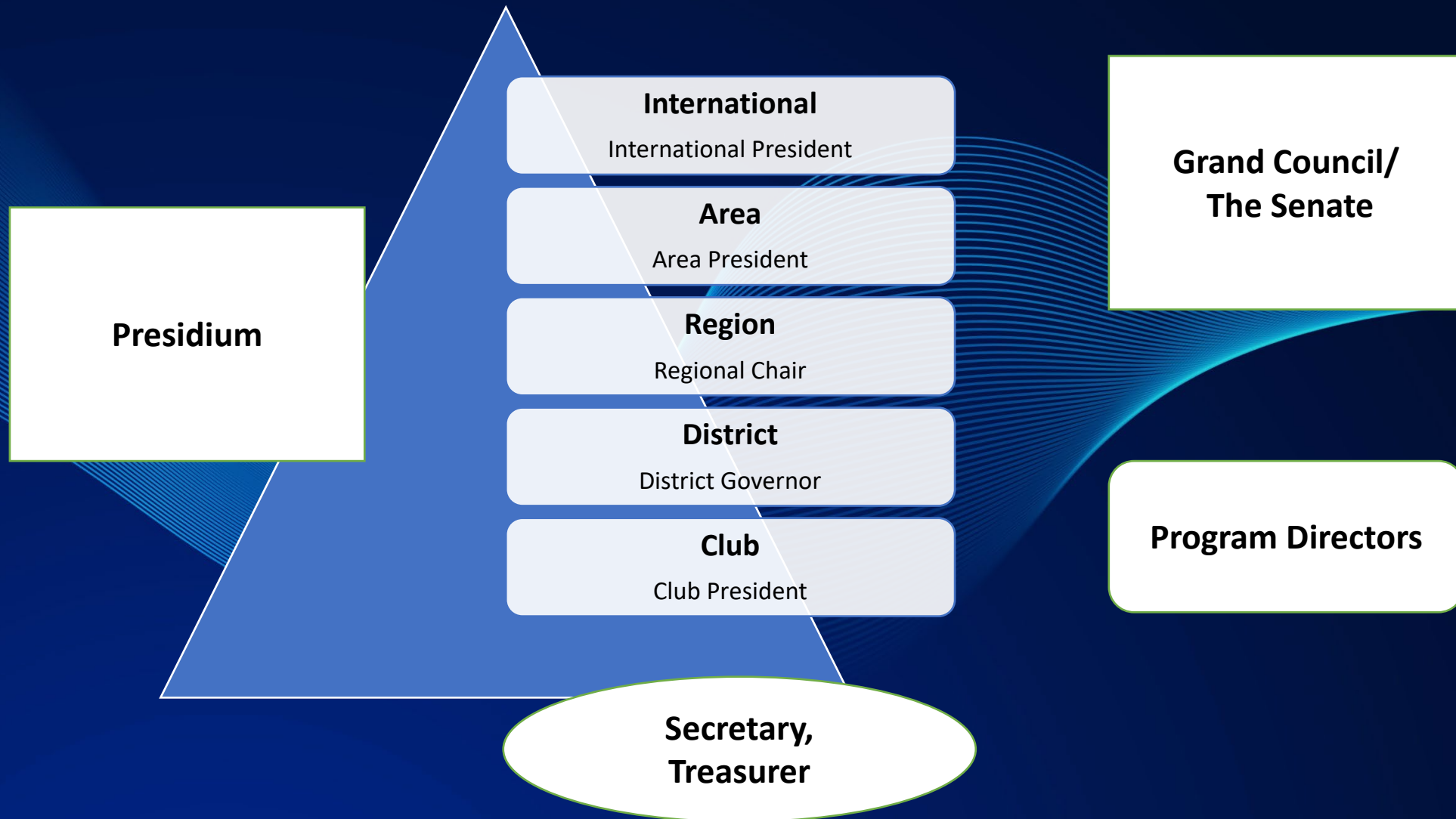




Program Directors:
Roles & Responsibilities

A New Beginning... for a Better World !

Our Organizational Hierarchy



Presidium

Constitution,
Vision,
Direction
Policies & Processes

Grand Council/The Senate

Guidance,
Election,
Conflict Resolution

IP/ AP/
RC/
DG/CP

Program Directors

Program Management Team
Program strategy,
Planning & Coordination

Cabinet

Leadership
Coordination
Execution

Program Directors

- A very important role in our movement
- Like the Government hierarchy of Union Secretary, State Secretary, District Collectors and so on
- Programs make or break our movement
- PDs are responsible for the planning and execution of our programs at each level
- Real arms of the cabinet at each level

Club Supplies

Description:

- Ensures timely availability of standard materials:
 - insignia, banners/flags, pins, and other branded supplies to clubs in the assigned territory, maintaining uniformity and identity.
- The Identity of Young Minds !

Role:

- Oversee design, production, and distribution of official materials
- maintain quality standards
- coordinate with office above and below
- ensure affordability and timely delivery to clubs.

Communication & Marketing

Description:

- Builds YMI's public image through effective communication, branding, and promotional campaigns across print, digital, and social media platforms.

Role:

- Develop communication strategies;
- Manage press relations and digital presence;
- Support clubs in local publicity;
- Ensure consistency in the YMI brand voice globally.

Community Services

Description:

- Designs and promotes impactful service projects aligned with YMI's motto "*To Impact Lives through Service*", addressing local and global needs in education, healthcare, environment, and more.

Role:

- Identify focus areas
- Design model projects
- Monitor implementation, measure impact
- Facilitate replication of successful initiatives across clubs.

Documentation & Archival

Description:

- Preserves the institutional memory of YMI by maintaining systematic records of projects, conventions, and milestones for reference and legacy building.

Role:

- Create and maintain digital and physical archives;
- Standardize documentation processes;
- Collect reports and visuals from clubs;
- Produce annual summaries or historical compilations.

Fund Raising

Description:

- Develops sustainable financial models and partnerships to support service programs, events, and organizational growth.

Role:

- Identify potential donors, sponsors, and grant opportunities;
- Design fundraising campaigns;
- Ensure transparency in fund utilization;
- Train clubs in ethical fundraising practices.

Technology & Digital Platforms

Description:

- Strengthens YMI's digital ecosystem for collaboration, data management, and outreach through innovative tools and technologies.

Role:

- Develop and maintain YMI's website
- Member database and digital tools
- Promote tech-driven engagement;
- Support online training and communication systems.

Transparency & Information Dissemination

Description:

- Promotes openness and accountability by ensuring timely sharing of accurate information within the organization.

Role:

- Set up mechanisms for data sharing
- Performance reporting
- Policy transparency
- Encourage open communication channels
- Publish periodic organizational updates.

Leadership Development & Training

Description:

- Equips members with leadership, management, and communication skills through structured training and mentoring programs.

Role:

- Identify the needs
- Design and conduct training modules, webinars, and workshops;
- Mentor emerging leaders;
- Collaborate with experts to build a leadership pipeline across all levels.

Membership Growth & Extension

Description:

- Focuses on expanding YMI's reach by forming new clubs and engaging committed individuals in meaningful service.

Role:

- Develop innovative strategies & approaches
- Organise membership drives, orientation programs, and retention strategies
- Identify potential areas for new clubs
- Mentor club leaders in member engagement.

Nature Care

Description:

- Advances environmental protection through initiatives promoting conservation, tree planting, waste management, and sustainable living.

Role:

- Design and promote green campaigns;
- Collaborate with environmental bodies;
- Encourage eco-friendly practices in clubs;
- Document measurable ecological impact.

Strategic Partnerships

Description:

- Builds collaborations with like-minded organizations, institutions, and corporates to enhance reach, resources, and impact.

Role:

- Identify and negotiate partnerships
- Frame MoUs
- Ensure synergy with YMI goals
- Monitor partnership outcomes for mutual benefit.

Women Empowerment

Description:

- Promotes gender equality and provides opportunities for women to lead, learn, and thrive through YMI's programs and leadership platforms.

Role:

- Initiate women-centric projects, mentorship circles, and leadership opportunities;
- Advocate inclusion;
- Ensure balanced participation at all organizational levels.

Youth Empowerment

Description:

- Engages and inspires youth to become agents of change through skill development, leadership exposure, and social engagement.

Role:

- Affiliation with Academic Institutions
- Organize youth camps, leadership summits, and mentoring initiatives
- Promote volunteerism
- Build platforms & partnerships for youth to innovate and lead.

Constitution

Description:

- Ensures that the governance of YMI aligns with its constitution, upholding fairness, order, and continuity.

Role:

- Review and recommend constitutional amendments
- Interpret rules when required
- Guide Clubs, Districts, Regions, Area on constitutional compliance
- Support governance reforms.

Ethics & Compliance

Description:

- Upholds the moral and ethical standards of YMI, fostering integrity and accountability in all actions.

Role:

- Develop and enforce codes of conduct
- Investigate ethical concerns
- Ensure adherence to policies
- Promote a culture of honesty and fairness.

International Cooperation

Description:

- Promotes global friendship and collaboration among YMI clubs and members as well as potential partners across countries, nurturing intercultural understanding.

Role:

- Facilitate international exchange programs, joint projects, and conventions
- Coordinate with global partners
- Strengthen YMI's International presence and impact.

Intra- Organisational Collaboration & Team Building

Description:

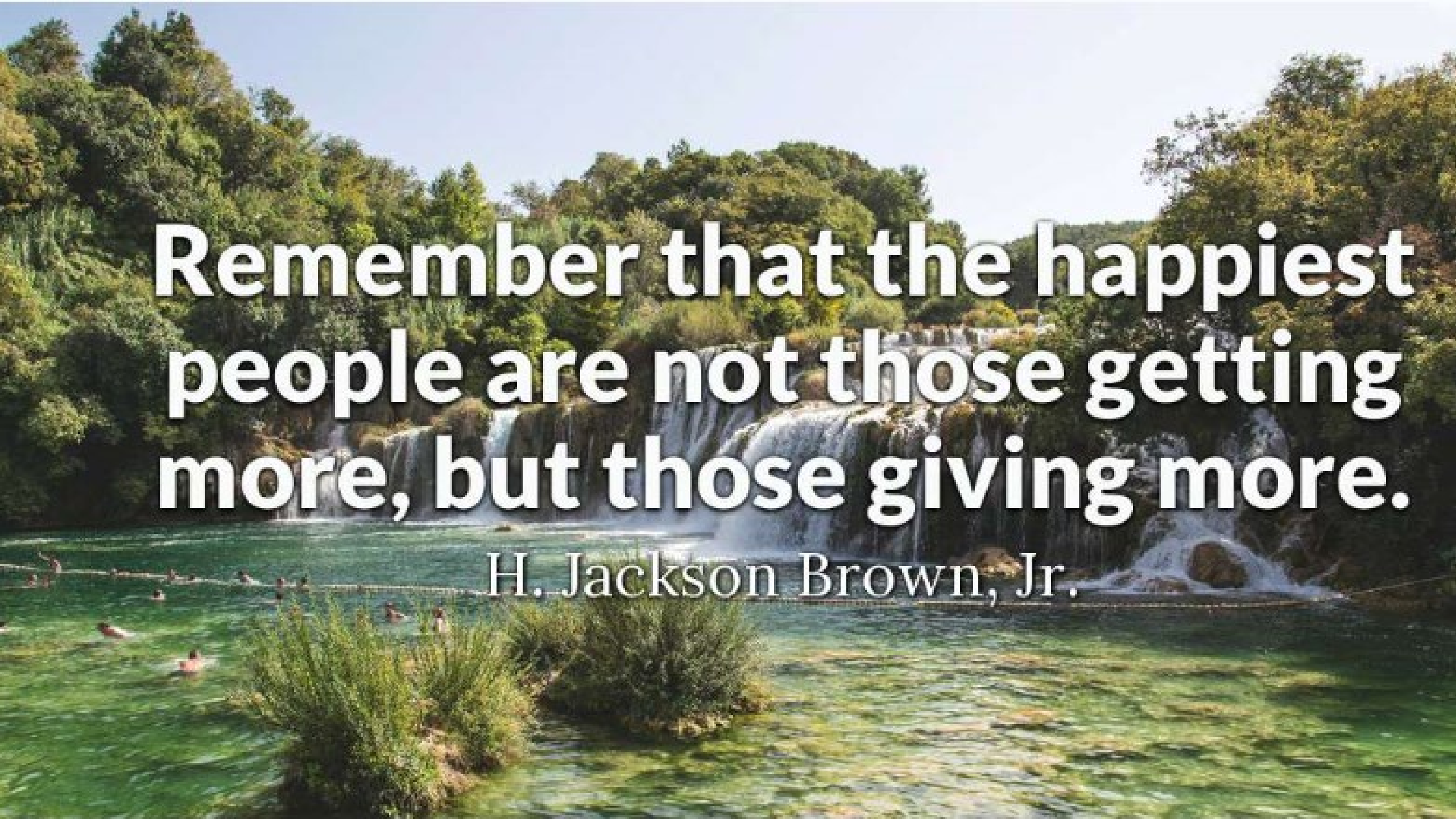
- Enhances cooperation and unity across various levels and departments within YMI to strengthen collective performance.

Role:

- Plan cross-functional meetings, retreats, and collaboration platforms;
- Encourage inter-club exchanges;
- Build a culture of teamwork and mutual respect.

Next steps

- Understand your roles and responsibilities
- Get connected with concerned Program Directors of your function at each level – from International to District level
- Form a team of PDs responsible for your function at various level
- Finalise a plan of action for this year – till June 30, 2026
- Implement this plan of action and take our movement to the next level !



**Remember that the happiest
people are not those getting
more, but those giving more.**

H. Jackson Brown, Jr.