



Society of American Military Engineers

Geospatial Working Group Charter

(As of: 14 May 2024)

Mission. Expand awareness and leveraging of geospatial engineering for operational effects.

Membership. Membership in the Geospatial Working Group (GWG) is open to all Society members. Leadership for the Working Group shall be composed of the Leadership Team, as defined below. Positions may be added or removed from the Leadership Team at the discretion of the Chair.

Society of American Military Engineers (SAME) Strategy Alignment- Lines of Effort (LOE)

LOE 1. Strengthen Industry- Government Engagement (IGE)

Lead efforts to foster communication and build relationships among military, public, private, academic, and professional organizations; further collaboration to identify issues and develop solutions supporting national security.

The Working Group will provide opportunities for industry and government engagement, enabling members to grow professionally in a mutually supportive environment while working together on geospatial capabilities strengthening national security.

LOE 2. Build and Sustain Resilient Communities

Lead efforts to prepare communities to absorb, recover, and adapt from natural and man-made threats; fortify our nation's resolve directly where people work and live.

Geospatial Engineering and the shared situational awareness of natural and man-made threats it delivers is critical to leadership decision making. The Working Group will lead geospatial engineering efforts to prepare leaders and action-takers to leverage ge-enabled capabilities, enhancing shared situational awareness effectively and efficiently.

LOE 3. Develop leaders for the Geospatial Engineering Profession

Lead efforts to enhance leadership development and cultivate the talent necessary to address the nation's grand challenges; ensure the enduring stewardship of the Architecture/Engineering/Construction (A/E/C) profession.

The Working Group will embark on efforts cultivating the talents necessary to address the nation's challenges, ensuring the enduring stewardship of the geospatial engineering profession and those of the A/E/C community it supports.

LOE 4. Enrich the STEM Pipeline for the Nation

Lead efforts to inspire, encourage, and enable youth to pursue STEM careers; help develop the technical capacity that our nation needs to remain globally competitive.

The Working Group will provide mentoring opportunities, ensuring knowledge, skills, and aptitudes are shared among members. Student members can significantly benefit from the practical experiences and expertise to enhance their individual and collective geospatial engineering capabilities.

LOE 5. Prepare Service Members and Veterans for the A/E/C Industry

Lead efforts to fully integrate military and government members into the A/E/C industry; support training, credentialing, and networking initiatives that build, maintain, and translate skills to meet current and future needs.

The Working Group will provide a platform to leverage the leadership of service members and veterans and enhance leadership development for them to address challenges within the geospatial engineering community and the A/E/C community it supports.

Organization: The Geospatial Working Group will be guided by a Leadership Team led by a Chair. The Chair will serve a two-year term starting at the completion of the group's Annual General Meeting conducted during the Joint Engineer Training Conference (JETC).

Appointment of Chair and Vice Chairs: The Working Group Chair serves a two-year term with the option of a third-year contingent on the approval of the Society's Vice President (VP) for Communities and Councils (C&C). The Chair may only serve one term.

At least six months before the Joint Engineer Training Conference (JETC) in the final year of the Chair's term, a Chair-elect will be appointed by the Society's VP for C&C based upon the recommendation of the current Chair. The Chair-elect shall have served on the Leadership Team for at least one year to be considered for Chair. If a Chair-elect cannot be selected from the Leadership Team, the Chair shall work with the Society's VP for C&C to select a Chair-elect from the SAME membership. At the time of appointment, the Chair-elect will work with the Chair to ensure a smooth transition.

The Vice-Chair positions on the Leadership Team are appointed for one-year terms by the incoming Chair after consultation with the current Leadership Team and based upon the desire to serve, the needs of the Working Group, and the individual's commitment to leader development. Vice Chairs may be invited to continue their positions for a subsequent year. The Chair will also have the flexibility to add or delete Vice Chair positions based on needs. This is no term limit for Vice Chairs.

Leadership Team Responsibilities. The recommended Leadership Team is composed of the positions described below.

1. **Chair.** Provides overall direction of the Working Group by establishing lines of effort (LOE) and supporting actions and tasks to align with the Society's goals, objectives, and focus areas. Represents the Working Group in all National level governance as required.
2. **Immediate Past Chair.** Serves as an advisor to the Chair for continuity of information and operations during the leadership transition. As agreed by the Chair and Immediate Past Chair, this individual may lead special efforts for the Working Group.
3. **Vice Chair, *GeoWEX*.** Responsible for planning, coordinating, and executing the premier annual Working Group geospatial engineering demonstration during the Joint Engineer Training Conference (JETC). (2-year position recommended)
4. **Assistant Vice Chair, *GeoWEX*.** Responsible for supporting the Vice Chair, *GeoWEX* planning, coordinating, and executing the premier annual Working Group geospatial engineering demonstration during the Joint Engineer Training Conference (JETC). The intent is for this individual to move into the Vice Chair, *GeoWEX* position upon completion of their term. (1-year position recommended)
5. **Immediate Past Vice Chair, *GeoWEX*.** Serves as an advisor to the Vice Chair, *GeoWEX*, for continuity of information related to planning, coordinating, and executing the geospatial engineering demonstration.
6. **Vice Chair, Liaisons and Communications.** Responsible for identifying and supporting Working Group liaisons to the Society's Communities of Interest (COI). Maintains and ensures an updated list of Working Group liaisons is posted to the Working Group's web page. Coordinates with leadership team and members to develop timely, relevant, and compelling media on Working Group activities and opportunities. Primary mediums include but are not limited to The Military Engineer (TME), Bricks and Clicks blog, Real TiME, and SAME website and social media pages.

Liaisons will facilitate communications and information flow between COIs. Liaisons are expected to be active with their respective COI and proactively distribute information with it and the Geospatial Working Group. Liaisons should provide updates during Working Group Meetings or as needed to ensure effective communication across Society.

7. **Secretary.** Schedules bi-monthly Working Group leadership meetings and sends reminders to Working Group leaders. Prepares meeting highlights and allows for reviews from the Working Group members before finalizing. Provides finalized highlights to the Vice Chair, Liaisons, and Communications for posting on the Working Group's web page.

8. **Senior Uniformed Advisor.** Provides strategic insight and recommendations facilitating effective and efficient execution of the Working Group's mission.
9. **Junior Uniformed Advisor.** Provides technical insight and recommendations facilitating effective and efficient execution of the Working Group's mission.

Operating Guidelines

1. The Working Group shall prepare an annual work plan to be submitted in accordance with the Society's bylaws. The plan shall include but is not limited to, lines of effort and specific actions and tasks linked to and supporting the Society's Strategic Plan.
2. The Working Group will conduct business via Microsoft Teams (or like capability) and hold at least one in-person leadership meeting during JETC and/ or the Small Business Conference (SBC). Any additional in-person leadership meetings, if deemed necessary and feasible, shall be determined by the Working Group's leadership team.
3. Webinars with content relevant to the geospatial engineering community will be conducted in the months of April, August, and December. The Leadership Team will canvass members and select topics and presenters for submission to SAME National Headquarters in accordance with the policy outlined within the COI Operations Manual.

Meeting Frequency. The Chair will schedule bi-monthly (every two months) conference calls with the Leadership Team to address the community's business. More frequent scheduling of calls will be dependent on a need identified by the Leadership Team.

The Chair will schedule quarterly Working Group-wide meetings (conference calls) providing an update on Working Group activities and objectives.

Face-to-face meetings will be scheduled for JETC and SBC.


Charter Approval and Amendments. The Charter may be initially approved or amended by the Working Group's leadership team with a simple majority vote. Approved updates and/ or amendments will be submitted to the Vice-President for Committees and Councils assigned to this Working Group.

COI Operations Manual. Additional requirements for the Working Group are outlined in the following link- https://www.same.org/wp-content/uploads/2023/07/COI-OperationsManual_July2023.pdf

Planning Calendar

	MEETINGS	ADMIN	EVENTS	WEBINARS	COMMUNICATIONS
Jan	<ul style="list-style-type: none"> Leadership Team Huddle Working Group Call 		JETC Call for Presentations deadline	Schedule A	Abstracts for <u>May-Jun</u> TME deadline
Feb		Chair email update			
Mar	Leadership Team Huddle		Capitol Week	Identify B	Abstracts for <u>Jul-Aug</u> TME deadline
Apr		<ul style="list-style-type: none"> Chair email update Charter review DRAFT Workplan deadline 	SBC Call for Presentations opens	Annual Webinar #1	
May	<ul style="list-style-type: none"> Leadership Team Huddle Annual Working Group Meeting <i>(both in person)</i> 		JETC & GeoWERX Demo	Schedule B	
Jun		<ul style="list-style-type: none"> Chair email update Workplan & Resource request deadline 	GeoWERX AAR		Abstracts for <u>Nov-Dec</u> TME deadline
Jul	Leadership Team Huddle		SBC Call for Presentations deadline	Identify C	
Aug		Chair email update		Annual Webinar #2	
Sep	<ul style="list-style-type: none"> Leadership Team Huddle Working Group Meeting <i>(both in person)</i> 	Submit member award recommendations		Schedule C	Abstracts for <u>Jan-Feb</u> TME deadline
Oct		Chair email update	<ul style="list-style-type: none"> JETC Call for Papers opens GeoWERX Team Member intent (go/no-go) for follow on year 		
Nov	Leadership Team Huddle <i>(in person)</i>		SBC Call for SBC Presentations opens	Identify A	Abstracts for <u>Mar-Apr</u> TME deadline
Dec		Chair email update		Annual Webinar #3	

Work Plan Example (e.g., 2024-2025 DRAFT)

 Facility & Asset Management COI's Geospatial Working Group Annual Work Plan 2024-2025 	
Goal	<i>Expand awareness and leveraging of geospatial engineering for operational effects.</i> Lines of Effort include 1) Industry-Government Engagement, 2) Communications, 3) National Event Activities, and 4) Integration with Communities of Interest and Local Posts.
What	1) Develop Joint Operations Engineering Board (JOEB) FY 23 Work Plan Focus #7 – Geospatial Engineering White Paper 2) TME: 1) Advocate for a Geospatial Engineering Issue, Submit JETC GWG activities articles, Develop Geospatial video series by COI 3) <u>JETC</u> : Integrate Joint Geospatial Engineering Seminar into Warfighter Seminar,/ FAM Forum, <i>GeoWERX '25</i> demo, host DoD IGI&S Governance Group mtg, and update the Executive Advisory Group, <u>SBC</u> : Submit JETC 2024 GWG activities paper for SBC presentation 4) Identify and support cadre of GWG Liaisons integrating into COI's and Local Post activities
Who	1) Select personnel from DoD and private industry, 2). Select members of 2024-2025 steering group, 3) Volunteer organizations and personnel from DoD and Private Industry, 4) GWG volunteer personnel
When	1) May 2024-May 2025, 2) May 2024-May 2025, 3) JETC: 13-15 May 2025, SBC: 19 June 2024 submission, 19-21 November 2024 execution, 4) May 2024 – May 2025
Where	1) TBD, 2) email/ phone/ MS Teams, 3) JETC: Louisville, KY, SBC: Phoenix, AZ, 4) email/ phone/ MS Teams and Local Posts
Why	Build awareness and deployment of geospatial engineering function people, processes and tools to create the digital foundation for engineering better decisions across basing, support and battle spaces.
How – Resourcing	1) Conference Room, 2) TME scheduling of a Geospatial Engineering Issue, 3) JETC: Volunteers, Sponsorship, Conference Rooms, and SAME resourcing support like past years, Video: SAME Marketing Team and select experts/ leaders, 4) Volunteers
How – Metrics	1) Findings/ recommendations submitted to and accepted by the JOEB, 2) Geospatial Issue scheduled and published, JETC 2024 GWG articles published, 3) Integration of Joint Geospatial Engineering Summit into 2025 Warfighter Seminar, JETC TTX exposure & use of tools, <i>GeoWERX '25</i> visitor #s, scheduling of GWG update to Executive Advisory Group, and presenting of SAME JETC 2024 activities during SBC 2024, 4) Liaisons established within all functional COI's and liaisons within a minimum of 20 Local Posts. GWG membership increased to 150 personnel with increased diversity (Services reps, Enlisted, Officer and private industry executives and technical professionals. Increase of SAME Executive Leadership vocal support of Geospatial Engineering.