

National Initiative for Cybersecurity Education (NICE) Community Coordinating Council Community of Interest Charter: **Apprenticeships**

1. Purpose

2. This Community of Interest is a forum for anyone who is interested in sharing and learning how apprenticeships work in cybersecurity-related occupations and the role of various stakeholders (government, employers, intermediaries, educational partners, and others) to build and sustain a cybersecurity apprenticeship workplace experience and corresponding learning program.

3. Community of Interest Goals and Objectives

- Share program news, events, legislation and other information related to cybersecurity apprenticeships
- Member discussions and problem solving
- Promote best practices to increase cybersecurity apprenticeship adoption

4. Organization and Operation

The following sections describe the Community of Interest structure, membership functions, meeting times and locations, and new member acceptance.

4.1 Structure

Communities of Interest are constituent groups or topical groups that are designated, reviewed, and renewed annually by the NICE Community Leadership Team.

Communities of Interest are intended to be open forums to discuss topics and share resources. Communities of Interest may choose to meet regularly or simply collaborate via collaboration tools provided by the NICE Program Office.

Communities of Interest do not have a defined lifecycle but will operate as long as there is a need and interest for the group. New Communities of Interest may be created at the discretion of the NICE Program Office.

4.2 Membership Functions

4.2.1 *Community of Interest Co-Chairs*

Communities of Interest may operate with or without Co-Chairs. If the Community of Interest has Co-Chair leadership, Co-Chairs will serve 2-year terms with a possibility of renewal for an additional 2 years. Terms will be staggered with other co-chairs. A NICE Staff Liaison is assigned to support the Community of Interest.

Community of Interest Co-Chairs have the following responsibilities:

- a. Complete requested tasks towards the development of the NICE Community and NICE Community deliverables
- b. Attend and actively participate in meetings of the NICE Community
- c. Provide input on meeting agendas and minutes
- d. Preside over Community of Interest meetings
- e. Engage in discussion with members in the Community of Interest listserv
- f. Provide updates on the Community of Interest during NICE Community Coordinating Council meetings
- g. Provide input into the NICE Community Coordinating Council meeting standing items In consultation with the NICE Community Co-Chairs, review, deliberate on, and revise or adopt any recommendations of Communities of Interest prior to forwarding or presenting to the full NICE Community membership.
- h. Abide by the [mailing list etiquette](#)

4.2.2 *Community of Interest Members*

Community of Interest members have the following responsibilities:

- a. Complete requested tasks towards the goals of the Communities of Interest
- b. Attend and actively participate in group meetings as necessary
- c. Contribute input to group project(s)
- d. Serve as Subject Matter Experts to the group co-chairs
- e. Abide by the [mailing list etiquette](#)

4.3 Meeting Times and Locations

This group meets remotely on the 4th Friday each month at 11:00 a.m. ET.

Blue Jeans will be used for virtual meetings. If you are new to Blue Jeans, [here](#) are some support training videos. You can test your video connection [here](#).

4.4 New Member Acceptance Process

To join this Community of Interest, email niceapprenticeship+subscribe@list.nist.gov. Members of this Community of Interest are part of the broader NICE Community Coordinating Council and will be added to it automatically.