



Greenbuild China Program Working Group Charge

Greenbuild China Program Working Group

USGBC Department: Conference & Events
USGBC Staff Lead: Tia Metzger
Number of positions: 7 - 15
Activity Start Date: January 2018
Activity End Date: December 2018
Group Type: Working Group

Greenbuild China Program Working Group Purpose

The Greenbuild China Program Working Group (PWG) oversees the development and delivery of educational programming intended to meet the needs of attendees to the Greenbuild China International Conference.

Working Plan

PWG members are expected to complete the following tasks:

- Participate in PWG kick-off conference call – *January (Date TBA)*
- Promote the Call for Proposals and Call for Reviewers – *January – March, 2018*
- Review session in the first round of review for Greenbuild China – *March 26th – April 13th, 2018*
- PWG pre-retreat preparation conference call – *May, 2018*
- Attend in-person Greenbuild Program Retreat – *May, 2018, Shanghai, China*
 - Select complete 60-minute sessions from those submitted through the Call for Proposals
 - Identify key topic area holes in the program and help develop invited sessions to fill those
 - Identify commonality in accepted sessions and develop Greenbuild Tracks
- Attend Greenbuild China 2018 – *October, 2018*
- Attend a post-show debrief call – *November, 2018*

Greenbuild Program Working Group Membership

The PWG comprises no less than 7 and no more than 15 members, appointed by USGBC and GBCI for a one-year term. Members will be drawn from USGBC and GBCI staff nominations. The working group may include up to 2 USGBC or GBCI staff members (manager level or above) as voting members. The working group will be governed by one chair, the chair can be nominated and approved by USGBC Staff or voted on by the membership.

Balance: The composition of the working group will be representative of USGBC and GBCI stakeholders.

How to Submit an Expression of Interest with USGBC

Individuals who work in the Green Building Industry, and reside in the greater China area, interested in serving on this committee must complete the [Expressions of Interest](#). The deadline for submissions is **Thursday, January 18, 2018 at 5pm EST**. Notifications of appointment will be sent in January. Incomplete and/or late submissions will not be considered.

Please contact gbchinaedu@usgbc.org if you have any questions.

Thank you for your interest in volunteering with USGBC!