



VOLUNTEER ROLE DESCRIPTION

Greenbuild India Program Working Group

USGBC Department: Conference & Events
USGBC Staff Lead: Ryanne Waters
Number of positions: 15
Activity Start Date: January 2018
Activity End Date: December 2018
Group Type: Working Group

Greenbuild India Program Working Group Purpose

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

Responsibilities

PWG members are expected to complete the following tasks:

- PWG Kick Off Conference Call – **January 2018**
- Promote the Call for Proposals and Call for Reviewers – **January – March 2018**
- Review sessions in first round of review for Greenbuild India – **March 26 – April 13**
- PWG Pre-Retreat Preparation Conference Call – **May 2018**
- Attend In-Person Greenbuild India Program Retreat – **May 2018, India**
 - Select final 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 2018 in India – **November 2018, India**
- Attend a post-show debrief call – **December 2018**

Benefits

Benefits include networking with fellow Program Working Group members, earning up to 50% of your LEED CMP continuing education hours and a complimentary full conference pass to Greenbuild India 2018.

Time Commitment

Bi-weekly conference calls and one in-person meeting. Volunteer time is estimated at 3-12 hours per month over the time of the working group.

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 as well as via the Call for Expressions of Interest. 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, nominated and approved by USGBC and GBCI Staff.

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 India, 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 gbindiaedu@usgbc.org if you have any questions.

Thank you for your interest in volunteering with USGBC!