



GREENBUILD[®]

México

INTERNATIONAL CONFERENCE

Greenbuild Mexico Program Working Group Charge

Number of positions: 7 - 12
Activity Start Date: October 2018
Activity End Date: July 2019
Group Type: Working Group

Greenbuild Mexico Program Working Group Purpose

The Greenbuild Mexico Program Working Group (PWG) oversees the development and delivery of educational programming intended to meet the needs of attendees to the Greenbuild Mexico International Conference. Working group members are expected to adhere to the [Code of Conduct for Committees and Working Groups](#).

Responsibilities

PWG members are expected to complete the following tasks:

- Promote the Call for Proposals and Call for Reviewers – *August – October 2018*
- Participate in PWG kick-off conference call – *October 2018*
- Review sessions in the first round of review for Greenbuild Mexico – *November 2018*
- Participate in the PWG pre-retreat preparation conference call – *January 2019*
- Review approx. 25-30 proposals in preparation for the Program Working Group Retreat - *January 2019*
- Attend the mandatory in-person Greenbuild Program Retreat – *January/February 2019, Mexico City, Mexico*
 - 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 Mexico 2019 – *June 2019*
- Attend a post-show debrief call- *July 2019*

Greenbuild Program Working Group Qualifications

- Employee of USGBC or SUMe Member Company (Required)
- Able and willing to dedicate time to required calls and meetings as established by Working Group staff
- Attend one annual retreat in January/February (travel will not be covered by Greenbuild)
- Attend the 2019 Greenbuild Mexico Conference

Greenbuild Program Working Group Membership

The PWG comprises no less than 7 and no more than 12 members, appointed by staff for a one-year term.

Benefits

Benefits include networking with fellow Program Working Group members, earning volunteer LEED CMP continuing education hours and a complimentary full conference pass to Greenbuild Mexico 2019.



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How to Submit an Expression of Interest with Greenbuild

Interested individuals that work in the Green Building Industry that are interested in serving on this committee must complete the [Expressions of Interest](#). The deadline for submissions is **Monday, September 24, 2018 at 5pm EST**. Notifications of appointment will be sent in mid-September. Incomplete and/or late submissions will not be considered.

Governing Language. The Greenbuild Mexico Program Working Group Charge (“PWG Charge”) is written in the English language. If it is translated into another language and there is any inconsistency or conflict, the original English text shall govern over the translation.

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

Thank you for your interest in volunteering with Greenbuild.