



Greenbuild Mexico Program Working Group Charge

Greenbuild Mexico Program Working Group

Number of positions: 7 - 13
Activity Start Date: October 2019
Activity End Date: July 2020
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 – *October/November 2019*
- Participate in PWG kick-off conference call – *November/December 2019*
- Review sessions in the first round of review for Greenbuild Mexico – *November/December 2019*
- Participate in the PWG pre-retreat preparation conference call – *December 2019*
- Review approx. 30-35 proposals in preparation for the Program Working Group Retreat - *January 2020*
- Attend the mandatory in-person Greenbuild Program Retreat – *January 15, 2020, 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 2020 – *June 23-24, 2020*

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 2020.

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 (travel will not be covered by Greenbuild)
- Attend the 2020 Greenbuild Mexico Conference

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 30, 2019 at 5pm EDT**. 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 USGBC.