Greenbuild Program Working Group Role Description

Activity Start Date: January 2027
Activity End Date: December 2027

Program Working Group Position Overview

The Program Working Group (PWG) oversees delivery of educational programming intended to meet the needs of attendees at the annual Greenbuild International Conference & Expo. Members will review session proposals in all rounds of review for Greenbuild, identify key topic areas, and advise the program composition overall. Members are required to attend the virtual PWG retreat (tentatively **April 13th & April 14th, 2027**) to determine the final education programming for Greenbuild 2027. In addition to overseeing delivery of program content, PWG members will be tasked with volunteering on-site as round-table hosts and/or session room monitors at Greenbuild 2027 at the McCormick Center, Chicago, IL. Details will be given as needed and participation is strongly encouraged.

Responsibilities

PWG members will meet for monthly conference calls January – November and are expected to complete the following tasks:

- January 20: 1st Meeting to identify important topics to guide Call for Proposals submissions.
- February 25 – March 8: Review and score on average 20 session proposals in First Round of Review for Greenbuild.
- March 8 – April 5: Review approx. 200 proposals in preparation for the Program Working Group retreat.
- April 13 – April 14: Attend Virtual Greenbuild Program Retreat (dates subject to change).
    - Present 1-minute synopsis of session proposals that advance from the 2nd Round.
    - Vote on all sessions to create the final Greenbuild Program.
    - Identify key topic area holes in program and help develop invited sessions to fill those.
    - Identify commonality in accepted sessions and develop Greenbuild Tracks.
- Late May: Approve final Greenbuild Program.
    - October 19-22: Attend Greenbuild 2026 at the McCormick Center, Chicago, IL
    - Volunteer on-site as round-table hosts and/or session room monitors.
- Early November: Final committee debrief call.

**Dates a subject to change slightly based on program progress.

Preliminary Q1 Call Dates:
January 20
February 11
March 3
April 7

Benefits

Benefits include networking with fellow Greenbuild Program Working Group members, earning up to 50% of your LEED CMP continuing general education hours and a **complimentary Full Pass to Greenbuild 2027**.

Qualifications

Required

- Able and willing to consistently dedicate time to this effort including bi-weekly calls from February through November along with independent research
- Attendance at the virtual retreat in mid-April
- Attend Greenbuild 2027 at the McCormick Center, Chicago, IL
- Volunteer on-site as round-table hosts and/or session room monitors

Preferred

- Previous Greenbuild Attendance
- LEED Professional Accreditation (or similar)
- LEED-certified project design, construction, operations and/or management experience
- Diverse industry conference, exposition, and event attendance
- Demonstrated knowledge of:
    - Green building best practices and strategies
    - Cutting-edge innovation and technologies
    - International trends in educational programming
    - Adult learning theory and strategies

Time Commitment

Monthly conference calls from January to September. One (1) 2-day virtual retreat in mid-April 2026. In-person attendance at Greenbuild 2027, October 19-22, McCormick Center, Chicago, IL. PWG time commitment is estimated at 3-12 hours per month over the time of the working group. The most significant time commitment will be January 2027 to the end of November 2027.

Term Limits

Each term will be for one year. Individuals may not serve on more than one Greenbuild Advisory Group during a term year. Any one organization may not have more than one representative on any one Committee, except for federal government agencies.

Please contact program@greenbuildexpo.com if you have any questions.

Thank you for your interest in joining the Greenbuild 2027 Program Working Group!