



ADVISORY GROUP ROLE DESCRIPTION

Greenbuild Advisory Board

Activity Start Date: January 2020

Activity End Date: December 2020

Advisory Board Position Overview

The Greenbuild Advisory Board advises Greenbuild staff and related working groups regarding the overall strategic direction of the Greenbuild tradeshow, inclusive of education, exhibition, sponsorship, special events, partnerships, and promotions. Advisory Board members are responsible for reviewing and developing materials related to these areas, including Greenbuild's Call for Proposals, and are expected to conduct independent research and outreach and share knowledge of trends in applicable conference offerings, particularly in the green building marketplace. Candidates are sought from a range of geographic regions, company sizes, and varying levels of experience in conference education.

Responsibilities

- Bi-monthly conference calls beginning in January 2020 through December 2020
- Review and development of Greenbuild Call for Proposals
- Review and development of sessions submitted for non-traditional education offerings, including speaker coaching, presentation review and onsite support
- Independent research and knowledge of trends in conference education offerings, particularly in the green building marketplace
- Attendance at Greenbuild 2020 in San Diego, CA

Benefits

Benefits include networking with fellow Greenbuild Advisory Board members, earning up to 50% of your LEED CMP continuing education hours and a complimentary 4-day conference pass to Greenbuild. *Please note that in the event Summits are near capacity, priority will be given to paid attendees.*

Qualifications

Required

- Previous Greenbuild attendance
- Able and willing to consistently dedicate time to this effort including bi-monthly 60-minute phone calls, session development, and independent research (approx. 2-6 hours per month)
- Attend Greenbuild 2020 in San Diego, CA

Preferred

- Educational programming/abstract review experience for Greenbuild and/or other industry conferences
- International presentation and/or educational event execution experience

- Experience as an exhibitor at other industry tradeshows
- Relevant Professional Accreditations – please specify during application
- 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

Advisory time is estimated at 2-6 hours per month over the time of the working group, plus attendance at Greenbuild.

Term Limits

Each term will be for one year. Individuals may not serve on more than one Greenbuild Advisory Board during a term year. Any one organization may not have more than one representative on any one Advisory Board, except for federal government agencies. Additionally, individuals are limited to four consecutive years on any one Advisory Group.

How to Submit an Expression of Interest with Greenbuild

Anyone interested in serving on this Board must complete the Expressions of Interest. The deadline for submissions is Monday, January 14 at 11:59pm EST. Notifications of appointment will be sent in January. Incomplete and/or late submissions will not be considered.

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

Thank you for your interest in joining a Greenbuild Advisory Group!