



IMPACT 2019 Steering Committee

USGBC Department: Market Transformation and Development
USGBC Staff Lead: Brent Suski
Number of positions: 8-10
Activity Start Date: October 2018
Activity End Date: May 2019
Group Type: Working Group

Volunteer Position Overview

The IMPACT Steering Committee advises the development and delivery of the annual regional conference, which brings together thought leaders and champions to advance the shared vision of green buildings for all within a generation. Members are expected to adhere to the [Code of Conduct for Committees and Working Groups](#).

Duties and Responsibilities

Pre-Conference:

- Advise the strategic direction of IMPACT and review updates on conference logistics and planning and provide feedback and advice throughout the year as preparations for IMPACT progress
- Participate in a monthly to weekly call, with dates varying to reflect the preparation timeline for the conference and the availability of the committee
- Review and advise on key conference proposals and decisions including:
 - Review sessions in first round of review - **Oct. 15 - Oct 29, 2018**
 - Review approx. 80 proposals in preparation for the Program Working Group retreat - **Nov. 7 - Dec. 2, 2018**
 - Participate in In-Person Program Selection Retreat - **December 3, 2018**
 - Select complete sessions from those submitted through Call
 - Identify key topic area holes in program and develop invited sessions to fill holes
 - Identify commonality in accepted sessions and develop IMPACT Tracks
 - Participate as a working group liaison to chosen speakers, if needed.
- New communications partner outreach - **Oct 2018 - Jan 2019**
- New exhibitor outreach - **Oct 2018 - Jan 2019**
- Supporting and advising on the regional attendee experience - **Ongoing**

Onsite:

- Attend IMPACT 2019 in Saint Paul, MN - **April 9, 2019**
- Serve in an official host-capacity, which may include stage presence at major onsite events

Post-Conference:

- Attend the IMPACT debrief immediately following the conclusion of the conference

Composition and Qualifications

The IMPACT Steering Committee has 8 to 10 members, who apply and are appointed by USGBC Communities in the West North Central Region to bring specific needed skills to the committee.



Required Qualifications:

- Employee of USGBC Member Company
- Able and willing to consistently dedicate time to this effort including monthly conference calls from October 2018 through May 2019, and independent research
- Attend one annual retreat on **December 3, 2018** in Saint Paul, MN
- Attend IMPACT 2019 in Saint Paul, MN (**April 9, 2019**)

Preferred Qualifications:

- Previous IMPACT Attendance
- Educational Programming/abstract review experience for IMPACT and/or other industry conferences
- LEED Professional Credential
- LEED-Certified project design, construction, operations, and/or management experience
- Demonstrated knowledge of:
 - Green Building best practices and strategies
 - Cutting-edge innovation and technologies
 - Industry continuing education requirements and offerings
 - Adult learning theory and strategies

Time Commitment

Monthly conference calls. Volunteer time is estimated at 2-12 hours per month over the time of the working group.

Benefits

Benefits include networking with fellow steering committee working group members from across our region, earning LEED CMP continuing education hours. In appreciation for your generous time and contribution, we will take \$60 off your full conference registration pass to the IMPACT Conference, taking place April 9, 2018 in Saint Paul, MN. This discount is non-transferable and may not be combined with any other discounts. You are encouraged to register before the Early Bird registration deadline (Feb 12, 2018) to take advantage of the lowest registration price.

Term Limits

Please note that USGBC policy states that individuals may not serve on more than three USGBC committees and two working groups at any one time. Any one member organization may not have more than one representative on any one Committee and, except for federal government agencies, may have representatives on a maximum of five Committees and four Working Groups at any one time. Additionally, individuals are limited to four consecutive years on any one committee or working group.

How to Submit an Expression of Interest with USGBC

Employees of USGBC member organizations interested in serving on this committee must complete the [Expressions of Interest](#). The deadline for submissions is **Monday, September 10 at 11:59pm CST**. Notifications of appointment will be sent in October. Incomplete and/or late submissions will not be considered.

Please contact [Brent Suski](#) if you have any questions. Thank you for your interest in volunteering with USGBC!