

Energy & Transportation Committee Co-Chair

Job Title:	Energy & Transportation Committee Co-Chair
Hours per month:	2-3 hours/month min, 5-6 hours/month max
Type:	Volunteer
Duration:	Able to commit to position for at least 1 year
Work Location:	Kits Neighbourhood House (2305 W 7 th Ave), & various locations around Vancouver

Background

SPEC empowers local communities in the Lower Mainland to build a greener future through interactive programs and activities. We are a non-profit, charitable and volunteer-driven organization, founded in 1969, and the oldest environmental non-profit in Canada. Areas of work include food security, zero waste, renewable energy and protection of local land and water resources. Learn more at www.spec.bc.ca.

Position Description

If you:

- are passionate about issues related to climate change and getting off fossil fuels
- want to give leadership to an already highly successful program area
- want to make a difference in our community.

We are looking for you.

The SPEC Energy & Transportation Committee runs a variety of programs all oriented towards create a more sustainable city, generally focusing on education about energy and transportation topics. The committee meetings happen once a month, and are always open to new members. At each meeting, the committee discusses ongoing and upcoming programs, and occasionally welcomes guest speakers. We rely on committee chairs to lead the meetings and provide guidance and inspiration to those who attend.

Job Tasks:

As a committee co-chair you would work collaboratively with the other co-chair to accomplish the following tasks:

- Work with an amazing team to continue the work that's already begun
- Attend monthly committee meetings and lead those meetings
- Determine the agenda prior to each meeting and take minutes during the meeting
- Coordinate outreach efforts at community events
- Lead and motivate our volunteers and experts
- Liaise with other organizations to develop strong bonds in the community

Qualifications:

- Experience managing and inspiring volunteers and staff
- Experience and knowledge of energy and transportation issues
- Experience working in a non-profit environment or in grassroots community organizing is preferred but not essential
- Self-starting, outgoing, energetic
- Strong time management and organization skills, with attention to detail
- Creative and flexible

Benefits/Recognition

- Learn and gain professional experience in a leadership role
- Grow your personal network by meeting and working with new people in the environment and sustainability sector
- Personal satisfaction of contributing to a non-profit community organization and protecting the future of British Columbians

Training

The new co-chair would learn from working with the current committee co-chair and regular members of the group. We encourage anyone interested in applying for this position to drop by one of our meetings to meet the rest of the group, get a better feeling for how the committee functions as well as SPEC's values, and determine whether this would be a good fit.

Commitment:

1-3 hours a month at least, 5-8 hours a month at most.

1 monthly meeting, 1.5 hours each

Can commit to being chair for 1-year

If you are interested, **please contact volunteer@spec.bc.ca** or drop by the next meeting and introduce yourself.