

## **USGBC Central Texas – Balcones Chapter Education Committee**

Education is at the heart of accelerating the transformation toward sustainable buildings and communities. The **Education Committee** provides and coordinates programs that deliver vital training and resources to the chapter's members and the communities at large in line with the Chapter's overall strategic plan.

The committee organizes LEED workshops, educational seminars, study groups and chapter events with educational components. It; with the,. It comprises a chair and two vice chairs (one in Austin and one in San Antonio) and an agreed number of committee members (ideally three in each center).

The Education Committee:

- Identifies LEED workshop opportunities
- Finds and secures location and catering
- Works with the Communications Committee to coordinate outreach and notifications to ensure each workshop is well attended
- Works with the Programs Committee on content development
- Maintains periodic communications with past workshop attendees and LEED APs to encourage continued education through LEED workshops
- Works with the Development Committee to obtain sponsorships and ensures that sponsors receive the appropriate exposure commensurate with the value of their sponsorship.

**Role of Board Liaison** is to serve as the conduit between the committee and the chapter board, and to provide oversight and guidance to the committee on an as needed basis.

**Role of Executive Director** is to guide and support the decisions and actions of the Development Committee, as well as to confirm sponsorships and execute billing.

**Role of the Committee Chair** is to oversee the Education Committees activities; find and retain committee members; work with the Board Liaison on reporting procedures and with the Executive Director on workshop development and implementation.

**Requirements:** As per the Chapter Bylaws, the Committee Chair and Co-Vice Chairs must be Chapter Members in good standing. Committee members may come from the Chapter membership but are not required to do so.

**Term:** The Committee Chair and Vice Chairs are encouraged to commit to a minimum term of 18 months to two years.

Contact: [LEEDeducation@usgbc-centraltexas.org](mailto:LEEDeducation@usgbc-centraltexas.org)