



# VOLUNTEER GROUP CHARGE

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2101 L Street, NW  
Suite 500  
Washington, DC 20037  
T: 202 828-7422  
F: 202 828-5110  
[www.usgbc.org](http://www.usgbc.org)

## Virginia Programs Committee

USGBC Department: USGBC Virginia  
USGBC Staff Lead: Cindy Zork  
Number of positions: 5-10  
Activity Start Date: Annual  
Activity End Date: Annual  
Group Type: Advisory/Working  
Reports to: USGBC Virginia Market Leadership Advisory Board

**TO APPLY:** <https://usgbc.wufoo.com/forms/qkt52jk1shz8y1/>

## Purpose

Members of this group will directly influence market change by:

- Supporting the creation of educational events by proposing topics & speakers, and develop content for relevant continuing education approvals.
- Growing professional proficiency and project success with trainings that support specific GBCI credentials.
- Building partnerships with other like-minded associations that convene members in the building design and construction industry
- Suggesting speakers and topics to represent USGBC for educational events hosted by other organizations.

The work of this committee is advised by the annual work plan developed by the USGBC Virginia Market Leadership Advisory Board and works in conjunction with the other Tennessee Maryland committees. There is availability to serve in any of the four USGBC Virginia branches: Hampton Roads, Richmond, Charlottesville, and Southwest Virginia.

This volunteer group primarily supports the following strategic imperative(s) of [USGBC's 2017-2019 Strategic Plan](#):

- Ensure viability through organizational and community excellence

## Goals

- Secure 3-4 Connect and Learns or LEED Building Tours across Virginia each month to celebrate successes and highlight innovations in green building in the state
- Build relationships with partner organizations like SAME, IFMA, ASHRAE, AIA, and ASLA among others to expand USGBC's audience in building design, construction, and management
- Promote attendance at USGBC events, seeking a 20% increase in attendees over the previous year's numbers

## Membership Roles

- Education Working Group Members will:
  - Suggest topics, reach out to speakers and identify venues to meet the proposed program schedule developed by the USGBC VA Market Leadership Advisory Board
  - Analyze applications from a staff led RFP for education offerings, and provide a final recommended list
  - Suggest partnerships for educational opportunities
  - Research currently offered educational opportunities in the market by non-USGBC organizations
  - Support the USGBC Virginia Leadership Awards and Women in Green Committees in locating venues, speakers, and topics for these signature USGBC VA events



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- Represent USGBC VA at local industry gatherings to attract new community members and event attendees

## Staff Support

- Cindy Zork, Director, Community – Virginia
  - [czork@usgbc.org](mailto:czork@usgbc.org)

## Time Commitment

This group will meet annually. Volunteers will have a 30 minute monthly meeting via conference call and may dedicate an additional 2-3 hours per month.

## Terms

Refer to the [Policies and Procedures for Committees and Working Groups](#).

For more information about USGBC and volunteering, download the [USGBC Volunteer Manual](#).

All USGBC volunteers, who serve on a Committee and/or Working Group, are required to read and agree to abide by the U.S. Green Building Council's [Code of Conduct](#) for Committee and Working Group members. This includes an acknowledgement of the [Antitrust Policy](#), the [Anti-Harassment Policy](#), and [Policies and Procedures](#) for Committees and Working Groups.

### USGBC ANTITRUST COMPLIANCE STATEMENT

Organizations such as USGBC may engage in a number of educational activities for its members and the public. For example, USGBC may collect or distribute to industry participants, customers and the public information about green building products or services. However, since organizations like the USGBC involve interaction and communications between competitors, they also are subject to scrutiny under the antitrust laws. It is the policy of USGBC to comply fully with the antitrust laws. To avoid creating any issues under the antitrust laws, the members of the USGBC should not engage in any discussions or agreements concerning the following topics either in formal meetings or informal social gatherings:

1. Prices, price changes, price quotations, bids, pricing policies, pricing philosophies, price levels, price differentials, mark-ups, discounts, or allowances;
2. Any element of price, including credit, warranties, or other terms and conditions of sale;
3. Output, production, profits or costs;
4. The customers to whom a company sells;
5. The territories in which a company sells;
6. The amount that a company pays for goods or services;
7. The selection, rejection or termination of customers or suppliers;
8. Business plans or strategies;
9. Restrictions on the development or use of technology; or
10. Exchange of any competitive information.

Please note that this statement is not complete and is only a general guide. The intent of this statement is to remind the members of the importance of continued compliance with the antitrust laws.