



# VOLUNTEER GROUP CHARGE

## APPLY HERE

### Carolinas Green Business Awards & Gala Working Group

USGBC Department: USGBC Carolinas

USGBC Staff Lead: Jessica Wilson

Number of positions: 7-10 Volunteers

Activity Start Date: August 2019

Activity End Date: December 2019

Group Type: Working Group

Reports to: USGBC North Carolina & South Carolina Market Leadership Advisory Board

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

### Purpose

The Carolinas Green Business Awards and Gala is the premiere event celebrating leadership in the North and South Carolina green building market. This working group of members from across the two states are a critical component in growing this successful event. The event will be held in Charlotte, NC on December 5th, 2019.

### Goals & Roles

Members of this group support a successful Carolinas Green Business Gala and Awards program in 2019, and focus on event program, award nominations & selection, silent auction donations, sponsorship, partnership & promotion. **Each person will select a specific task from the list below to support:**

- **Green Building Awards:** Advise on categories to celebrate leadership of people and their projects in support of USGBC's mission, recruit nominations, recruit judges to review nomination submittals, participate in awards presentation
- **Program:** Advise staff on event programming, suggest speakers and people to highlight, identify VIPs to invite
- **Sponsorship:** Solicit gala sponsorship and registrations with the assistance of the MLAB.
- **Silent Auction:** Solicit auction donations
- **Social Media & Promotion:** Identify partners to promote attendance, support outreach & manage social media efforts
- **Day-of Support:** Help event set up, participate in program & awards

### Staff Support

Jessica Wilson

JLWilson@[usgbc.org](mailto:usgbc.org)

### Time Commitment

Volunteers can donate anywhere from 2 -5 hours / week

### Deadlines and Milestones

August - Launch Awards

End of September - Close Awards and engage judges

September – Begin collecting silent auction items

October– Program design, programming

December - Day of event support

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](#)



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[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.

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## 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.