

Student-Led Committee

Committee Roles & Responsibilities

Committee Description

The purpose of this committee is to engage and involve students across Western Canada in the Western Canada Chapter of the Society for Ecological Restoration (SER-WC). Students on this committee will have the opportunity to investigate and explore restoration projects in their geographical area, network with restoration professionals working on these projects, gain valuable experience in science communication through the promotion of ecological restoration across social media platforms, as well as share best practices and knowledge with restoration practitioners.

The committee will be composed of 8-10 students from across Western Canada, ideally 1-2 students from each province/territory.

Eligibility

- Currently registered in undergraduate or graduate studies at a recognized post-secondary institution, and/or currently registered in a certificate/diploma program at a recognized post-secondary institution.
- Must reside in one of the following provinces/territories: Manitoba, Saskatchewan, Alberta, British Columbia, Northwest Territories, or the Yukon.
- Must be a member of the Society for Ecological Restoration (Western Canada Chapter). **You can still apply if you are not a member, but you will be required to obtain a membership if elected to the committee.*

Individuals interested in participating on this committee must submit a cover letter and resume or CV to restorewc@gmail.com by 6:00 pm (MST) on September 9, 2018.

Time Commitments

- Attend one committee meeting per month via conference call
- 5 hours per month dedicated to committee responsibilities
- Attend additional meetings as required
- Attend SER-WC Annual General Meeting
- Serve a one-year term on the committee (*Vice-Chair serves a two-year term, moving into the Chair position in the second year).

Committee Requirements & Responsibilities

- As a committee, publish 2-3 articles per month highlighting:
 - Local restoration projects
 - Restoration professionals
 - Restoration techniques
- As a committee, post 2-3 photos per week on social media (Twitter, Facebook, Instagram). Ideas include:
 - Local Restoration projects
 - Before & After shots
 - Restoration techniques
 - Restoration professionals at work
- As a committee, interview 2-5 restoration professionals per year about current topics
- Brainstorm, plan, and implement 1-2 social media campaigns per year that promote restoration
- Plan and execute an SER-WC student event
- BE CREATIVE – THINK OUTSIDE THE BOX

Chair

- Presides at all meetings of the society and of the committee;
- Supervise other committee members in the execution of their duties;
- Report to the SER-WC Media Coordinator monthly on the progress of the committee;
- Schedule committee meetings;
- Prepare meeting agendas.

Vice-Chair

- Presides at all meetings of the committee;
- Assist in supervising other committee members in the execution of their duties;
- Carry out the duties of the Chair in the Chair's absence;
- Assist the Chair with meeting planning.

Secretary

- Execute any committee correspondence on behalf of the Chair, an SER-WC Board Member, and/or the SER-WC Media Coordinator;
- Issue notices of committee meetings, and distribute meeting materials on behalf of the Chair;
- Record and distribute minutes of the committee meeting;
- Have custody of all records and documents of the committee;
- Monitor committee email account;
- Maintain the register of committee members.

Committee Members

- Research and compile restoration project ideas in advance of committee meetings for review;
- Work with fellow committee members to write and publish articles;
- Work with fellow committee members to delegate roles tailored to individual preferences and areas of expertise;
- MOST IMPORTANTLY HAVE FUN!

Staff Support (Media Coordinator)

- Provide support where needed (help contacting individuals, reviewing emails prior to distribution, etc.)
- Help guide/assist with ideas (ie. Where to look for example)
- Quality control (ensure academic/professional integrity upheld, as well as society's mission)
- Attend committee meetings

Board Support

- Provide support where needed (help contacting individuals, reviewing emails prior to distribution, etc.)
- Help guide/assist with ideas (ie. Where to look for example)
- Quality control (ensure academic/professional integrity upheld, as well as society's mission)
- Attend committee meetings
- Report back to Board on committee proceedings