Urban Land Institute Alberta

VOLUNTEER JOB DESCRIPTION – ULI ALBERTA

Committee:	Young Leader's Group
Location:	Calgary (Reporting to ULI Alberta Board) - 1 position
Job Title:	Co-Chair Young Leaders Group
Job Description:	Young Leaders Group is critical to Urban Land Institute's presence and network in Alberta. . Our YL program includes: - mentoring sessions with industry leaders - peer-to-peer information sharing sessions - product tours and mobile workshops - networking with peers in real estate and land use professions Responsibilities include helping to select and organize Committee members, leading the development of programming aligned with the District Council's Strategic Plan, and the planning and execution of events, coordination with the board and Programs committee to administer events, managing communications, sponsorship and budgets overseeing the successful delivery of events and activities that both meet membership needs and interests as well as raise the profile of ULI in Alberta.
Skills Required:	The Chair candidate must be: willing to take the lead, having the ability to take ideas and convert them in to solid, deliverable plans and then work with our team to implement them. We are looking for engaging individuals from the real estate / land use / development professions who are willing to contribute ideas and possess real assets in planning, management and effective communication. A good network within the Edmonton market will also be an asset. Strong communication skills and ability to promote events is required.
Time Commitment:	8 -10 hours per month
Meeting Frequency:	Must organize and moderate one Committee Meeting every 1 -2 months in addition to event attendance. Attend 6 – 7 Board meetings per year (75% attendance is required to remain on the board).
Term:	Two Years
Questions/to apply	To apply please complete your profile in Navigator or complete the application and send it to Spryng.kubicek@uli.org

**Must be a ULI member (or in process) to be eligible*