

## **Who are we looking for?**

We are looking for approximately 12 people to join this Working Group. We want to broadly represent those within our schools, community, and organization. We hope to have a mix of the following members:

- Current GSACRD parents; and a combination of elementary and junior and senior high
- Future GSACRD parents
- GSACRD staff (principals, teachers, staff)
- Those living in St. Albert, Sturgeon County, Legal and Morinville
- Those interested in the French Immersion program
- GSACRD School Trustees (up to 2)
- GSACRD Superintendent
- GSACRD Assistant Superintendent
- GSACRD Secretary-Treasurer
- General member of the public

\*We are also looking for members with a passion for community-building and problem-solving.

\*You do not need to have any previous knowledge about GSACRD, our schools, or capital planning.

## **What is the purpose/mandate of the Working Group?**

The Working Group is being formed to support Division Administration and the Board of Trustees in identifying possible solutions to maximize school utilization. This group will consider input received through the Phase 1 engagement process and other relevant information provided by the Administration. They will be tasked with providing the Administration with guidance and recommendations to support the development of scenarios that will be brought back to the public for feedback during Phase 2 engagement.

## **What is expected of me as a member?**

- To follow any requests to prepare for meetings in advance. For example, pre-reading, responding to survey questions and putting thought into discussion questions.
- To attend and participate fully in all of the meetings.
- To understand the information provided and ask questions for further clarification.
- To work collaboratively with the other Working Group members to develop scenarios.
- To consider perspectives beyond their own.
- To honor the public feedback received through Phase 1 engagement.
- To report back to the public the scenarios and what was considered by the Working Group.

## **How much time can I expect to spend as a member?**

The Working Group is expected to meet approximately four times between May - October 2022. We will not be meeting in July & August. We are uncertain at this time if the meetings will be held in-person or online due to COVID-19 restrictions. If it is safe to meet in person, we will take all measures to ensure everyone's health and safety; however, we will accommodate members if they prefer to join in online.

### **Do I get compensated for my time?**

Participation in the Working Group is voluntary.

### **Are my expenses reimbursed?**

It is not anticipated that individuals would incur any expenses by participating in the Working Group.

### **How long am I a member?**

It is anticipated that the majority of the Working Group's responsibilities will be completed before Phase 2 engagement in fall 2022. However, depending on the input received, it may be necessary to reconvene the group to consider this input and provide final recommendations to Administration. Once the Board of Trustees finalizes its Capital Plan in March 2023, the Working Group will officially be dissolved.

### **How do I apply to become a member of the committee?**

If you are interested, please complete the online form that includes **nine questions** in total. This needs to be completed by April 24th, 2022.

Submissions will be reviewed and evaluated, and references will be contacted for shortlisted candidates. References should be from individuals who can verify your suitability for this Working Group; please ensure they are aware of your application and its purpose. References will be requested to respond to an online survey by **May 1<sup>st</sup>, 2022**.

### **How long will the selection process take?**

It is anticipated that the selection process will be as follows:

- April 24, 2022 - Submission deadline
- April 27, 2022 - Applicant shortlisting
- May 1, 2022 – Reference online submission deadline
- By May 3, 2022 - Applicant interviews
- May 4, 2022 - Membership notifications

### **What qualifications do I need to apply?**

You do not need to have any previous knowledge about GSACRD, our schools, or capital planning. We will provide you with the information you need to be informed about the challenges and opportunities to recommend possible solutions.

- A passion for community-building
- A demonstrated ability to build relationships
- Strong communications skills
- Analytical and problem-solving skills
- The ability to commit approximately 6 hours per month to the Working Group's schedule of meetings, including reading and preparation. The meeting schedule has not yet been set.
- If meetings are held virtually, members must have the use of a computer and internet or a telephone to participate.