

# Alberta CLRA Committee Volunteer Incentives & Perks

- The purpose of the document is to outline CLRA AB Chapter Volunteer Incentives and Perks.
- The CLRA Committee Board Liaison will track the Volunteer participation for the Committee they sit on.
- The annual hours being tracked will be from April 1 to March 31 to coincide with the Board's year-end.
- **Tier A – Minimum Volunteer Time Annually: 37+ Hours (3+ hours/month)**
  - Free CLRA AB Conference & AGM ticket and hotel room
  - Company Access to Pre-sponsorship opportunities for CLRA AB Events
  - Invited to CLRA year-end social event
  - Recognition at a CLRA function where the volunteer help organize (if applicable)
  - Recognition at the CLRA AGM and website as a Volunteer
- **Tier B – Minimum Volunteer Time Annually: 18 to 36 Hours (1.5 to 3 hours/month)**
  - Discounted Conference & AGM ticket (50%)
  - Invited to CLRA year-end social event
  - Recognition at a CLRA function where the volunteer help organize (if applicable)
  - Recognition at the CLRA AGM and website as a Volunteer
- **Tier C – Minimum Volunteer Time Annually: <18 Hours**
  - Recognition at a CLRA function where the volunteer help organize (if applicable)

## CLRA AB Committee List:

- **Conference** – CLRA Board Liaison: Amber Flamand
  - Program Committee, Abstract Reviewer, Session Moderators, Student Volunteers
- **Events & Networking** – CLRA Board Liaison: Liana Phoenix
- **Golf** – CLRA Board Liaison: Troy Gooch
- **Professional Development** – CLRA Board Liaison: Duncan Mathers
- **Showcase** – CLRA Board Liaison: Brent Walchuk
- **Sponsorship** – CLRA Board Liaison: Meghan Olesiuk
- **Stewardship** – CLRA Board Liaison: Susan Tiffan & Diana Dunn
- **Student Relations** – CLRA Board Liaison: Angela MacKinnon

Please check the CLRA AB website to see what volunteer positions are available and submit a CLRA AB Volunteer form. The website will detail the role of the Volunteer and what is going to be required to achieve the goals of the Committee.

## Committee General Roles

The below details a high-level role and responsibilities for each of a Committee Volunteer. Each Committee will have their own detailed roles and responsibilities that will be unique to each.

**Committee Chair** – 2 year term limit - Can be extended with approval from the CLRA Board of Directors.

- Chosen by the CLRA Board
- Liaises and takes direction from the CLRA Board Liaison
- Works with other CLRA Committees
- Manage timelines and Committee budget
- Lead and book Committee meetings

**NOTE:** If a Committee Chair has not been appointed, the CLRA Board Liaison will take on that role until a suitable candidate can be found.

**Committee Volunteer** – No term limits

- Attends Committee meetings



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- Support Committee goals/events

## **Event Volunteer** – No term limits

- Event volunteer as needed and directed by the organizing Committee