

GREEN PARTY OF NOVA SCOTIA

Volunteer Role Description



Job title: Regional Representative

Division/Department: Executive Position, Regional position

Essential Duties and Responsibilities:

The Regional Representative serves as the voice of the region on the provincial executive.

- Attends meetings of the GPNS executive, monthly or as required.
- Supports the work of the regional division in developing a sense of identity, identifying common local interests within geographical boundaries.
- Works with members within a Regional Division to achieve the objectives and purpose of the Party.
- Helps guide the work of the Executive to ensure the Party is responding appropriately to regional concerns.
- Helps coordinate and build membership within their region.
- Acts primarily in the interests of the party as a whole rather than individual or regional ideals.

Education and/or Work Experience Requirements:

- Must possess excellent verbal and written communication skills, including ability to effectively communicate with party members
- Must be proficient in the use of information technology, including familiarity with word processing and spreadsheets.
- High school diploma or GED required
- Must be a member in good standing of the Green Party of Nova Scotia

Other Requirements:

- Elected by party members from the relevant Regional Division
- Must reside within the relevant regional division
- Must be able to communicate effectively by telephone and/or on-line and/or in person.
- Must be friendly and cordial.
- Must be reliable and responsible.
- Must be able to problem solve.
- Must possess excellent organization skills
- Must be able to visualize larger party goals

One Representative of each Regional Division that is formed and functioning is to be selected annually by the Party members of that Regional Division, normally within 45 days prior to the Annual General Meeting. Should a Regional Division fail to elect a Representative prior to the Annual General Meeting, this shall be done at the Annual Convention by all those members of the Regional District who are present. Elections of Representatives will be by means of preferential balloting using a form approved in the By-laws.

Important Note Pending 6 November 2017 Special General Meeting:

In the event that proposed changes to the by-laws regarding Regional Divisions are adopted at the upcoming Special General Meeting, new Regional Representatives will be elected to represent the newly formed Regional Divisions by all members present representing that region. Interested members are encouraged to attend.