

CPARB Officer Election Criteria

All Board members are encouraged to consider their interest in a leadership position. Each candidate is asked to submit a letter of interest (no more than two pages) to the Board prior to the regularly scheduled May Board meeting. The Board agrees that the following criteria is requested for the Board to consider as part of selecting new leadership:

Qualifications:

- Level of practice; how have you been involved in alternative public works
- Familiarity with legislative process
- Meeting management; experience with Robert's Rules of Order
- Stakeholder engagement

Approach to Leadership:

- Strategic thinking; establishing priorities
- Ability to facilitate board dialogue; empowering all members and the public to engage, consensus building/conflict resolution, impartiality
- Time commitment/support of organization
- Willingness to balance stakeholder group interests with board interests
- Demonstrate embracement of the use of BE/DBI practices

Vision/Mission:

- Where do you want the board to go and how do you plan to get there?
- Commitment to diverse business inclusion and implementing Section 20 of SB 5032
- Elaborate or explain your experience working with BE/DBI in the industry

| Position | Description | Estimated Time Commitment |
|-------------------|---|---------------------------|
| Chair | <ul style="list-style-type: none"> • Set agenda for meetings • Conduct/facilitate Meetings • Represent CPARB/primary spokesperson • Liaison to Governor's office for CPARB appointment process • Creates Executive Report for every meeting tracking activity of the chair • Attends committee meetings and/or keep track of committee activities • Hold members accountable for requirements • Reach out/welcome to new members/initial orientation and members who aren't vocal at meetings • Provide 24 – 48-hour response time when responding to stakeholder issues | 15-30 Hours/Month |
| Vice Chair | <ul style="list-style-type: none"> • Assist Chair during Board meetings • Being available when chair is unavailable. • Manage Mentor/Onboarding process • Assigning mentors in consultation with the Chair and Board Dev. Comm. Chair • Training mentors • Signing off on completion of checklist • Provide 24 – 48-hour response time when responding to stakeholder issues • Attending and keeping track of committee meetings | 15-25 Hours/Month |