

Prairie/NWT Regional Training Committee Terms of Reference

1. Purpose

The purpose of the Regional Training Committee, hereafter referred to as the Committee, is to provide strategic advice and guidance to the Regional Executive on regional training topics. The Committee's recommendations will be governed by the imperative for a successful regional steward network.

2. Composition

- The Committee shall be comprised of no more than four (4) members drawn from sitting members of the Regional Executive which includes the Regional representative sitting on the national Training and Education Committee.
- The Committee will also have a representative from PIPSC Regional staff.
- The Committee Chair shall be the Regional representative sitting on the national Training and Education Committee.

3. Authority

- The Committee is authorized by the Regional Executive to pursue any activity within the Committee's Terms of Reference.

4. Accountability

- The Committee shall report its discussions and activities that have been considered and/or carried out to the Regional Executive on a regular basis, as required.
- Minutes of Committee meetings will be maintained and made available to any PIPSC member, upon request.

5. Duties and Responsibilities

- Reviewing, monitoring and strategically advising on regional training issues, with the focus being on building a vibrant and healthy steward network and making PIPSC attractive to volunteers.
- Providing advice to the Regional Executive concerning Institute training programs and the recruitment and training of Stewards.
- Accountable to the Regional Executive.

6. Meetings

- Meetings require a quorum to make decisions, with quorum defined as at least two members from the Regional Executive plus the regional Representative on the national Member Services Committee.
- Meetings shall normally be held a minimum of three times per year, at the Chair's

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