

Term of Reference for Little Mountain Community Advisory Group Co-chair
DRAFT
April 4, 2011

The role of the Advisory Group Co-Chair:

- To work with the Chair of the Advisory Group to identify priorities and discussion items for Advisory Group meetings and to help draft agendas for those meetings.
- To review minutes of Advisory Group meetings prior to their circulation to the Group.
- To co-facilitate Advisory Group meeting with the Chair, ensuring all Group members have a voice.
- To speak impartially for the Group as a whole as its representative, expressing as best as possible the interests and aspirations of the Group, and identifying and articulating different perspectives where they exist.
- To clearly signify when s/he is speaking:
 - as the Co-chair (for the Group as a whole), or
 - as a member of the Group (expressing personal viewpoints and opinions).
- To assist City of Vancouver staff with communication and outreach to the Advisory Group.

It is expected that the Co-chair:

- Lives in the Riley Park neighbourhood or is a former tenant of the Little Mountain project or is a member of an organization with a direct involvement in Little Mountain.
- Has been a regular member of the Advisory Group from an early stage in the Little Mountain planning process.
- Commit to serving in their role throughout this current stage of the process (creating the Development Framework).
- Be willing to step down from their role should the Advisory Group as a whole wish a transition for whatever reason.