PROGRAM ADVISORY COMMITTEE
COMMITTEE FRAMEWORK

Overview

The Program Advisory Committee works actively with the Program Coordinator in the visioning, development, and evaluation of Choir Alberta programs. Artistic components, including guest artists, venues, and repertoire selection, are within the purview of this committee.

Composition

The committee may include up to 12 members, 6 of which are members of the Board and 6 from the broader membership. The committee is chaired by the Choir Alberta President, and committee members are appointed to the committee by the chair for a 3 year term (which may be renewed once).

Roles & Responsibilities

1. To act as the visionaries for each program, sharing their ideas and experiences with the goal of ensuring the greatest value for Choir Alberta members.

2. To develop/evaluate and revise stated objectives for each Choir Alberta program.

3. To review evaluations by program participants, and to consider adjustments to programs based on the feedback contained therein.

4. To recommend guest artists and performers for each program. Typically this would happen at in-person and via teleconference meetings, but input may be required by Basecamp/email throughout the season.

5. To actively support Choir Alberta programs through taking part and inviting colleagues to do the same.

6. To provide suggestions to the Program Coordinator for members of each program's Working Group.

Meetings & Communication

The Program Advisory Committee will meet in person once annually, typically during the summer.

In the interim, communication will be through Basecamp, email, and periodic teleconferences.

Commitment

Members of the Program Advisory Committee can expect to attend one in-person and meeting and one teleconference annually. In addition, they will be asked to review materials (program evaluations, biographies of potential guest artists, proposals/ideas for changes to programs or the development of new programs) and provide feedback via Basecamp and/or email on an ongoing basis.