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| **TEAM TERMS OF REFERENCE** |
| **Team Title** | **PROFESSIONAL EDUCATION TEAM** |
| **Terms Last Updated**  |  | **Approved by:** |
| **Team Mandate/Purpose** | Provide strategic input and guide the administrative direction for PGP |
| **Team Responsibilities** | * Set PGP program policies
* Contribute to PGP long-term program strategy, including curriculum design, growth strategy/program scaling
* Establish short & medium term priorities for PGP
* Prepare annual budget proposal
* Document program procedures
* Recommend appropriate program accreditation, participant designation and recognition (including those with prior Academy training)
* Ensure integrity of program accreditation
* Set exam and ensure its integrity
* Contribute to the marketing plan for the PGP
* Advisory relationship to PGP Program Director
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| **Team Structure (# and type of members)** | 5 people* 1 member from each past PGP cohort – probably can’t continue this pattern forever
* Team terms? 3 years, renewable, staggered
* Team Chair is PGP Director
* Exam sub-team
* Curriculum design team [Tutors] – not yet established
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| **Team Chair Name and Start Date of Term** | Currently, Rose MercierStart date of term: August 2017 |
| **Team Vice Chair** | None at the moment |
| **Team Members** | * John Bohley
* Athens Kolias
* Rose Mercier
* Richard Onley
* Hartger Wassink
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| **Team Staff Liaison (where applicable)** | N/A |
| **Team Reports To** | Advisory and reports to PD who reports to CEO |
| **Notes (any relevant)** | The structure (chair of team=PD) is under review |