



## INFORMATION FOR PROSPECTIVE COMMUNITY LEADERSHIP TABLE MEMBERS March 2024

*Together we are building a better future, guided by our community greenhouse gas (GHG) emissions reduction target of 50% by the year 2030 (below 2010 levels), and an 80% reduction by 2050. **We are looking for community leaders to guide this vision to a more equitable, prosperous, resilient and low-carbon community.** We must act urgently to reduce our local emissions and we can't do it without the right people at the table ensuring we are supporting the whole community with focus on those who are already most marginalized and will continue to be disproportionately affected. If you are a leader in the community, concerned about the climate crisis and understand the important role you can play, **please apply to join the ClimateActionWR Collective.***

In order to achieve the sustainable, equitable, and comprehensive community-wide mobilization that is required to make significant emissions reductions, we must build capacity in the way we govern our program and formalize the role of more community leadership voices in this important work.

**ClimateActionWR is looking for members of the Community Leadership Table who share our vision, passion and recognize the opportunities for impact by working collectively. This committee will build consensus around community wide climate action priorities by setting the strategic direction and short term goals of the Collective. Members bring expertise, knowledge and decision making authority in key local climate transition capacities.** We are seeking expertise from leaders in our community that bring a diverse perspective, unique skill sets and experience, and who bring expertise in the following key climate transition areas:

- Socio-economic transition expertise;
- Economic development;
- Major institutions (post-secondary, insurance, school boards, etc.);
- Public health;
- Infrastructure & community design;
- Equity, diversity, inclusion and access;
- Policy/ intergovernmental;
- Energy transition.

The knowledge, capacity and connections of a more diverse collaborative team will enable greater progress towards all actions in TransformWR.

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**About ClimateActionWR**



ClimateActionWR is a collaboration between local organizations, community members, and all 8 local municipalities within Waterloo Region focused on climate change mitigation. We are co-led by Sustainable Waterloo Region (SWR) and Reep Green Solutions (Reep). Since the adoption of the TransformWR strategy in 2021, the work of the collaborative has shifted towards mobilizing action towards the 30% GHG emissions reduction goal by 2030, and long-term target of 80% by 2050 (80x50). In addition to these targets, all 8 municipalities went one step further to set an interim goal of a 50% reduction by 2030. In combination with bold local action, we require accelerated implementation at the provincial and federal levels in order to achieve the 50% by 2030 target (50x30).

In our most recent greenhouse gas re-inventory, we reported that without the drastic impacts of the COVID-19 pandemic, we would have been unlikely to meet our 2020 target of a 6% reduction from the 2010 baseline year. This underscores the necessity of transformational climate action and an accelerated response to meet the 50x30 target.

For more information on Reep's programs and services, see [www.reepgreen.ca](http://www.reepgreen.ca) and our most recent [Impact Report](#).

For more information on SWR's program and services, see [www.sustainablewaterlooregion.ca](http://www.sustainablewaterlooregion.ca) and our most recent [Year End Report](#).

### **The ClimateActionWR Commitment**

ClimateActionWR is committed to creating an accessible and diverse culture where everyone belongs. We commit to actively working to empower full participation of committee members and ensure fair treatment within the Collective. We believe diversity strengthens our organization, and we strongly encourage applications from qualified candidates of any background. For more detailed information, please see the ClimateActionWR Collective Engagement Principles in the Terms of Reference.

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### **The ClimateActionWR Collective**

As a community we have adopted TransformWR, an ambitious community climate mitigation action plan, with near-term timelines that require significant community-wide mobilization. To reach our targets and see the transformation of Waterloo Region to an equitable, prosperous, resilient, low carbon community, we recognize that we need to engage more people and more organizations in our collaborative work. As a result we are adopting a new ClimateActionWR Collective that formalizes the integration of a broader spectrum of partners across the community in our collaborative decision making and climate action initiatives.



## **BENEFITS OF JOINING THE COMMUNITY LEADERSHIP TABLE:**

- Contribute to the acceleration of local climate action implementation that results in significant reductions of greenhouse gas emissions and address the many intersecting social issues that will better our community;
- Apply your unique skills, perspectives and expertise to the climate crisis;
- Build more knowledge of climate change and sustainability;
- Integrate your networks and organizations and into the local climate movement.

## **PRIMARY ROLES AND RESPONSIBILITIES:**

1. Provide leadership for the planning and strategy in implementation of TransformWR
2. Set strategic direction of the Collective through creation of short-term goals
3. Identifying high-level desired outcomes for the Collective
4. Building awareness of the Collective in the community and within their areas of influence
  - a. Championing the transition to an equitable, prosperous, resilient, low carbon community
5. Identifying potential members for Action Tables, our Steering Committee, and the Community Leadership Table that meet capacity needs of the Collective
6. Identifying and sharing funding opportunities with the Management Committee
7. Aligning resources within their organization to support priorities of the Collective

## **TERMS**

Committee members will serve a 2 year term, renewable based on interest and capacity of the member. For the first term of the Community Leadership Table, half of the members will be given a one year term and the other half a two year term to reduce the possibility of majority turn over in this committee year over year. Those with a one year term may be invited to renew for a two year term at the time of membership renewal.

## **COMMITMENT**

Committee members are expected to contribute the following time commitments:

- 3 committee meetings per year, each of which are 1.5 - 2 hours in length
- Commit to at least an additional 2 hours for meeting preparation to make the most of each meeting as a group
- Committee members are encouraged to attend public events, presentations, workshops hosted by the ClimateActionWR Collective whenever possible;
- The Chair of the Community Leadership Table may also be required to spend some additional time preparing for meetings and additional guidance when problem solving support is required.



A stipend will be provided to any member that represents a non-profit organization or those that are representing as an individual and not as part of their paid employment.

## **APPLICATION PROCESS**

Steps in the process to apply for the Community Leadership Table:

1. Review the full Recruitment Package (this document)
2. Send us a letter of application for the Community Leadership Table, by email, that includes your reasons for your interest, alignment with the mandate of the committee, and knowledge of equity in climate action. Please include your resume or CV as well.
  - a. So that we can ensure a wide breadth expertise among the group, we ask that in your letter of interest you please identify which area(s) of expertise you most align with:
    - Socio-economic transition expertise;
    - Economic development;
    - Major institutions (post-secondary, insurance, school boards, etc.);
    - Public health;
    - Infrastructure & community design;
    - Equity, diversity, inclusion & access;
    - Policy/ intergovernmental;
    - Energy transition.
3. The ClimateActionWR staff team and Executive Directors will assess candidate packages and may elect to set up a coffee chat or video conference to learn more about your interest in joining the Community Leadership Table.
4. Candidates will be assessed on their:
  - a. Knowledge of aforementioned areas of expertise;
  - b. Alignment with committee mandate and/or knowledge of equity in climate action;
  - c. Broad and differentiating skill set to ensure broad representation of key impact and transition areas across the committee;
  - d. and representation of the region geographically.
5. One or two year term begins for Community Leadership Table members at the first Community Leadership Table meeting in May.



## **Appendix A: Executive Summary of ClimateActionWR Collective**

### **CLIMATEACTIONWR COLLECTIVE**

#### **EXECUTIVE SUMMARY**

##### **Context:**

ClimateActionWR is a collaboration between local organizations, community members, and all 8 local municipalities within Waterloo Region focused on climate change mitigation. Since the adoption of the TransformWR strategy in 2021, the work of the collaborative has shifted towards mobilizing action towards the 30% GHG emissions reduction goal by 2030, and long-term target of 80% by 2050 (80x50). In addition to these targets, all 8 municipalities went one step further to set an interim goal of a 50% reduction by 2030. In combination with bold local action, we require accelerated implementation at the provincial and federal levels in order to achieve the 50% by 2030 target (50x30).

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##### **A new governance structure for accelerated TransformWR implementation:**

To meet the increasing scale of efforts required in our communities' ambitious targets, we recognize the opportunity to build capacity in our governance model and formalize the role of more partners in this work. This new governance model is being advanced through the current working group of municipal and nonprofit partners of ClimateActionWR, to expand the ClimateActionWR program to enable wider community mobilization to achieve our targets in the TransformWR strategy.



**Figure:** High-level diagram of ClimateActionWR Governance structure

To achieve the necessary scale of community-wide mobilization we look towards adopting a governance model that can formalize the integration of representatives from partners across the community in our collaborative decision making. We will seek expertise from leaders in our community to sit on the *Community Leadership Table* to represent the following capacities:

- Transition Expertise
- Economic Development
- Major Institutions
- Public Health
- Infrastructure & Community Design
- Equity, Diversity, Inclusion and Access
- Policy/ intergovernmental

The knowledge, capacity and connections of a more diverse collaborative team will enable stronger mobilization on progress towards all actions in TransformWR.

From the high level direction set by the Community Leadership tables, the Steering Committee is composed of representatives that will implement the planning and execution of the collective’s goal and strategic direction directly through the creation of action tables. Their role is also essential to keeping up relationships with community partners and then also supporting ClimateActionWR backbone staff with the management of the collective.



TransformWR requires the additional active participation of local organizations such as, but not limited to, the utilities and local distribution companies, businesses, community organizations and agencies, school boards, post-secondary institutions, and individuals, representing our diverse community on *Action Tables*. With this new structure in place, GHG reduction projects and Initiatives can be tested and implemented with the support of the collective and the ClimateActionWR staff team as the backbone organization.