

Volunteer Position Job Description

Job Title:

DPAC Representative

Purpose:

To liaise with the members of the District Parents Advisory Council.

Location:

Home, School, DPAC Meeting Location

Key Responsibilities:

- Attend meetings of School District No. 36 District Parent Advisory Council and represent, speak, and vote on the behalf of the committee
- Maintain CPPAC's DPAC registration
- Report regularly to the membership and executive on all matters relating to the District Parent Advisory Council
- Receive, circulate and post District Parent Advisory Council newsletters, brochures and announcements
- Receive and act on all other communications from the District Parent Advisory Council
- Liaise with other parents and District Parent Advisory Council representatives

Reports to:

PAC Executive, Members

Length of Appointment:

July 1st – June 30th
Appointed for one year. May serve a total of two consecutive years.

Time Commitment:

3-5 hours per month
Attends DPAC meetings. Reports to PAC executive.

Qualifications:

Knowledge of School District issues, Parent Advisory Council issues an asset. Ability to communicate to large groups of people and advocate on behalf of students and families.

Support:

PAC executive and committee members.