

Call for Nominations: Registrar

Are you a visionary leader with a passion for landscape architecture and a commitment to advancing our profession? The BC Society of Landscape Architects invites you to submit nominations for the position of Registrar of the Board of Directors. The Registrar is elected to a two-year term.

Why Nominate?

Serving as Registrar offers a unique opportunity to lead our vibrant community of landscape architects, shape the future of our organization, and advocate for sustainable and inclusive practices. As Registrar you will:

- **Champion Excellence:** Guide our organization towards achieving its strategic goals and upholding the highest standards of professional practice.
- **Foster Collaboration:** Build strong partnerships within and beyond the landscape architecture community, promoting a culture of innovation and cooperation.
- **Promote Diversity:** Advocate for the inclusion of diverse voices and perspectives, ensuring our work reflects the rich tapestry of the communities we serve.
- **Drive Impact:** Influence key initiatives that address pressing environmental and social challenges, making a tangible difference in our world.

Eligibility Criteria

Nominees must be BCSLA Members in good standing, possess a deep understanding of the landscape architecture profession and commitment to the BCSLA core mission and values.

Responsibilities and Duties

The Registrar oversees many pivotal areas of the organization and plays a key role within the organization. They are supported in their duties by the President, Past-President, Board of Directors, and three full-time staff – the Executive Administrator, Regulatory Lead, and Membership Coordinator. Below is a brief outline of the Registrar's responsibilities and duties:

1. Leadership Development

Succession Planning: Update the Registrar handbook and work with the incoming Registrar to ensure a smooth transition.

The BCSLA offices are located on unceded Coast Salish territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and sə̌ilwətaʔ (Tsleil-Waututh) First Nations. We recognize and respect the history, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our organization, our lives and our country.

2. Strategic Planning

Collaborative Vision: Participate in the development and execution of the strategic plan, ensuring alignment with the mission and long-term goals.

Committee Oversight: Oversee specific committees and working groups to ensure their activities contribute to the overall strategy. The Registrar Serves on the following Committees:

- Executive Committee
- Bylaws and Standards Committee
- Credentials Committee

In addition to the following sub committees:

- BCSLA Landscape Schedules
- Privacy Officer
- Strategic Plan Task Force

3. Advocacy and Representation

External Relations: Represent the BCSLA at key events, conferences, and meetings, promoting the interests of landscape architects.

Stakeholder Engagement: Build relationships with key stakeholders, including community leaders, government officials, and industry partners.

4. Board Responsibilities

Meeting Participation: Actively participate in board meetings, providing input and support for decision-making processes.

Policy Development: Contribute to the development and review of organizational policies and procedures.

5. Documentation and Records

Documentation: Maintain detailed records and documentation of activities, decisions, and initiatives for future reference.

How to Nominate

To nominate a candidate or yourself, please submit the following to admin@bcsla.org by **March 21st, 2025**:

- **Nomination Form:** Completed nomination form detailing your qualifications and vision for the organization.
- **Resume:** A current resume highlighting relevant experience and accomplishments.

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Term and Time Commitment:

The Registrar serves a two-year term. Upon completion of the term, the Registrar may opt to run again once their term is complete.

Total Term Commitment: 2 Years

Time Commitment:

- Monthly Board Meetings (3 hours per month, no meeting in August, plus preparation)
- Executive Meetings (4 hours per month based on weekly meetings)
- Monthly Committee / Working Group Meetings (approximately 9 hours per month)
- Other duties, correspondences, investigations etc., range from 1-2 hours per week to a high of 15-20 hours in a week.

Total Monthly Time Commitment: Approximately 20 Hours

Nomination Timeline

Call for Nominations Open: January 24, 2024

Deadline for Advance Submissions: March 21, 2025

Announcement of Registrar: April 26, 2025.

The Registrar will be voted on at the Annual General Meeting on this date.

Join us in shaping the future of landscape architecture. Your leadership can inspire change and drive our profession forward.

For more information contact the BCSLA Executive Administrator at admin@bcsla.org.

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