

# Advisory Committee Terms of Reference

## Project: New Adaptation and Resilience Training for Prairies-Region Planners

Natural Resources Canada Building Regional Adaptation Capacity and Expertise (BRACE) program is supporting the development and delivery of training for multiple professions, including Professional Planners, in an effort to accelerate the integration of adaptation and resilience in a variety of sectors. The Canadian Institute of Planners has noted a gap and an opportunity in the Prairies region, where there is potential to build on resources first developed for Ontario Planners and to complement training already under development in Manitoba and Alberta.

To guide the development of this novel training content, we are seeking to recruit 8-10 volunteers from Alberta, Saskatchewan and Manitoba to participate as Advisors. We are seeking expertise and experience in climate change adaptation and resilience, and/or development of professional extension and training content. This Advisory Committee, working with Climate Risk Institute staff and CIP, would provide input in the following areas:

- **Scope.** Helping determine the parameters for the training course, including priority topics, depth and breadth of content.
- **Content.** Helping identify key policies, barriers and/or case studies to inform the training content, and provide feedback on materials as they develop.
- **Strategy.** Guidance on marketing, placing and promoting the training to maximize uptake among target audience.

**Long term vision.** Climate Risk Institute, a not-for-profit organization affiliated with Laurentian University in Ontario, has been working in the climate change impacts, risk management and adaptation field since 2001. Our mission includes the development and dissemination of knowledge products – including training programs – that improve capacity to advance adaptation across multiple sectors and professions. This project is an opportunity to develop a training program that is self-sustaining and available on an ongoing basis beyond the initial project scope.

**Expectations of Advisors.** The project leadership is planning to convene the Advisory Committee for three focused, facilitated workshop to provide input at critical junctions. The project work plan anticipates these meetings would occur in July 2021, October 2021, and January 2022. In addition to participation in these workshops, CRI and CIP will request that you provide independent review and feedback of course materials (*note, the number and frequency of requests for independent review and feedback would be limited*). The total time commitment is expected to be approximately 16 hours, including both workshop participation and independent review.

Benefits for advisors will include recognition of contributions in written materials, as well as professional opportunities from collaboration with peers and experts at regional and national level.

We are seeking Regulated Members in good standing, who are interested in serving on the Climate Change and Resilience Advisory Committee. Please submit a brief expression of interest including your name, contact information and a brief description of your experience and or interest in climate change adaptation and resilience and/or the development of professional extension and training content, by June 15, 2021, via email to to your PTIA (MPPI, APPI, or SPPI). All project partners are committed to equity and diversity on positions of influence and leadership. As such, we welcome responses to this call for volunteers from individuals who identify as First Nations, Inuit, Métis, LGBTQ2S+, persons with disabilities, women and other marginalized or disadvantaged groups.

For more information or questions, please contact:

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