

# York Climate Commission

## Volunteer Role: Working Group Chair / Co-Chair

**Groups:** Future Buildings & Future Educators & Future Economy

**Organisation:** York Climate Commission

**Location:** York (hybrid meetings – some in person, some online)

**Commitment:** Approximately 2–6 hours per month\*

**Reports to:** York Climate Commission Steering Group

\* hours are a guideline and flexible to suit your availability and that of your working group

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### About York Climate Commission

The York Climate Commission is an independent, city-wide partnership bringing together people from the public, private, community and academic sectors to support, guide and accelerate climate action. Our working groups focus on key areas where York can lead in creating a net-zero, climate-resilient future.

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### About the Role

We are seeking three volunteer **Working Group Chairs or Co-Chairs** to help shape and drive the work of our **Future Buildings, York Educators for Climate Action and Future Economy** groups. These groups bring together passionate individuals and organisations to share expertise, identify opportunities, and collaborate on initiatives that move York towards its climate goals.

As a Chair or Co-Chair, you will provide energy, coordination and strategic focus to your group — ensuring meetings are purposeful, inclusive and outcome-focused, and that the group's work connects with the wider Commission's aims.

Please note both the York Educators for Climate Action and Future Economy already have one chair in place. Both are looking for a Co-Chair to work alongside them in shaping their working groups.

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### Key Responsibilities

- **Chair and Facilitate Meetings** – plan agendas, guide discussions, and ensure all voices are heard.
  - **Set Direction** – work with members to define the group's priorities and action plan.
  - **Empower your working group** - support and inspire your working group to work smart and prioritise energy and time on activities that will make the biggest progress to our commission's goals and vision.
  - **Build Partnerships** – encourage collaboration between individuals, organisations and sectors. Pay attention to inclusivity to ensure that all groups in York are represented in your working group activities.
  - **Drive Action** – keep momentum between meetings, tracking progress on agreed initiatives.
  - **Connect and Report** – share insights and updates with the York Climate Commission Steering Group.
  - **Champion Your Theme** – act as an ambassador for either Future Buildings or Future Educators, making connections and representing the group at relevant events and networks.
  - **Monitor impact** - it's important that we know the contribution of our volunteers is creating change in a meaningful way.
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## What We're Looking For

- A passion for climate action and York's net-zero journey.
  - Knowledge, experience or strong interest in your chosen working group theme (buildings, energy efficiency, retrofit, sustainable construction for Future Buildings; or education, curriculum, skills development, and climate literacy for York Educators for Climate Action and sustainable and responsible business, circular economy, ESG for Future Economy).
  - Strong communication and facilitation skills.
  - Ability to bring people together from different backgrounds and sectors.
  - Organised, with the ability to keep projects moving.
  - Willingness to commit time regularly and reliably.
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## What You'll Gain

- An opportunity to play a visible leadership role in York's climate action movement.

- The chance to influence real change in your area of expertise or interest.
  - Connection to a passionate network of climate leaders, organisations, and decision-makers.
  - Experience in collaborative leadership, facilitation, and strategic planning.
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### **How to Apply:**

Please send a short statement (max 500 words) explaining your interest, relevant experience, and which group you'd like to lead/co-lead, to [yorkclimatecommission@gmail.com](mailto:yorkclimatecommission@gmail.com) by **midday on Friday 12 September**.