



ALBERTA PUBLIC HOUSING ADMINISTRATORS ASSOCIATION EDUCATION COMMITTEE

TERMS OF REFERENCE

To promote the professional development of the membership of the Alberta Public Housing Administrators Association through:

Education by

- Planning and Coordinating Education Sessions on behalf of the membership
- Surveying the membership to determine educational needs of the members
- Oversee and direct the development and the maintenance of the Professional Development Resource Center
- Oversee and administer the Professional Development Strategy of the Association, making recommendations for change and/or enhancements

The Committee acts under the direction of the Executive of the Association

The Committee shall meet at a minimum of 2 times per year. Other meetings may be called by the Committee chair. Meetings may be done by telephone or other means as needed.

Meeting notes will be recorded and presented to the Executive.