



Consulting Engineers of Ontario

Volunteer Opportunity

Job Title: Rapid Response Sub-Committee Member

Purpose: To ensure efficiency in response to CEO member contract questions and concerns by using member experience as a valuable resource. Provide a consistent, objective, and diverse perspective to aiding in contract concerns.

Location: Virtual [email]

Key Responsibilities

1. Provide analysis and arguments on how to best shape the industry in relation to contract concerns.
2. Receive, review, and respond to concerns in a timely manner [72 hour window].
3. Volunteers are not expected to respond to every request; however, CEO will expect regular engagement from each volunteer throughout their commitment.

Flow of Duties: Volunteer to receive request from CEO via email > Review and analyze request > Formulate response > Submit response to CEO via email.

Reports To: Chair of Rapid Response Sub-Committee [*Sub-Committee of the Business Risk Committee*]

Value

1. Be an industry influencer; directly contribute and shape industry positions efficiently and effectively.
2. Additional exposure to current industry trends.
3. May lead to other engagement opportunities within CEO.

Skill Development: Effective communication, analysis, time management, advocacy.

Qualifications & Other Requirements

1. Experience with and qualified to offer recommendations relating to contract concerns.
2. Familiar with industry and contract trends.
3. Ten (10) years industry experience.
4. One (1) designated volunteer identified per CEO member firm.
5. Only employees of CEO member firms are eligible to participate.
6. Able to respond and contribute in a timely manner [*within 72 hours of request*].
7. Ongoing communication between volunteer and CEO is expected.



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Opportunity Description Continued

Commitment

Length of Appointment: Minimum 1 year commitment.

Time Commitment: Time commitment per request will vary depending on the nature of request. Estimated 2-3 opportunities/requests monthly [*will fluctuate*]. Work can be completed outside business hours.

Orientation & Training

Volunteers will be provided with a brief orientation prior to beginning this opportunity in order to properly prepare each volunteer for a successful transition into this role. This will be delivered via teleconference.

Volunteer Expectations

1. Ongoing support and response in a timely manner from CEO.
2. Volunteers will receive a copy of the final response document when completed.

Other Information

- We encourage all experienced candidates to apply, including individuals with a non P.Eng background -

The following are example contract issues this opportunity may encounter. Experience and familiarity with some of the following would be ideal in a potential volunteer candidate:

- Indemnification/insurance
- Litigation exclusions
- 3rd party claims/liability
- Termination clauses
- Liability insurance (amounts)
- Multiple versions of contracts
- Intellectual property

Thank you for your interest in volunteering with Consulting Engineers of Ontario.

If you would like more information on this or other volunteer opportunities with CEO, or to apply for this opportunity, please contact the following:

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