

THE GREEN PARTY OF ALBERTA



Volunteering Roles and Opportunities

Updated: 10 August 2026

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INTRODUCTION

Purpose of this Document

This document has been created for the purpose of informing any curious or interested persons about the current volunteering roles existing within the Green Party of Alberta (GPA). In addition, this document assists in understanding each Party role by describing its current status, membership requirement, demand, position availability, time dedication, purpose, responsibilities, requirements, recommended backgrounds and skills, offered field experience, and method of requesting to volunteer.

Volunteer Benefits

At present the GPA has two types of benefits offered to persons interested in volunteering on the behalf of the Party:

- **In-Kind Tax Receipts:** Under development.
- **References for Employers:** Any volunteers that have supported the Party are entitled to use the Green Party of Alberta as a reference for their employers or job applications. Furthermore, the GPA will support its past volunteers if contacted by an employer for reference purposes. Note that volunteers are responsible for first notifying the GPA prior to using the Party as a reference.

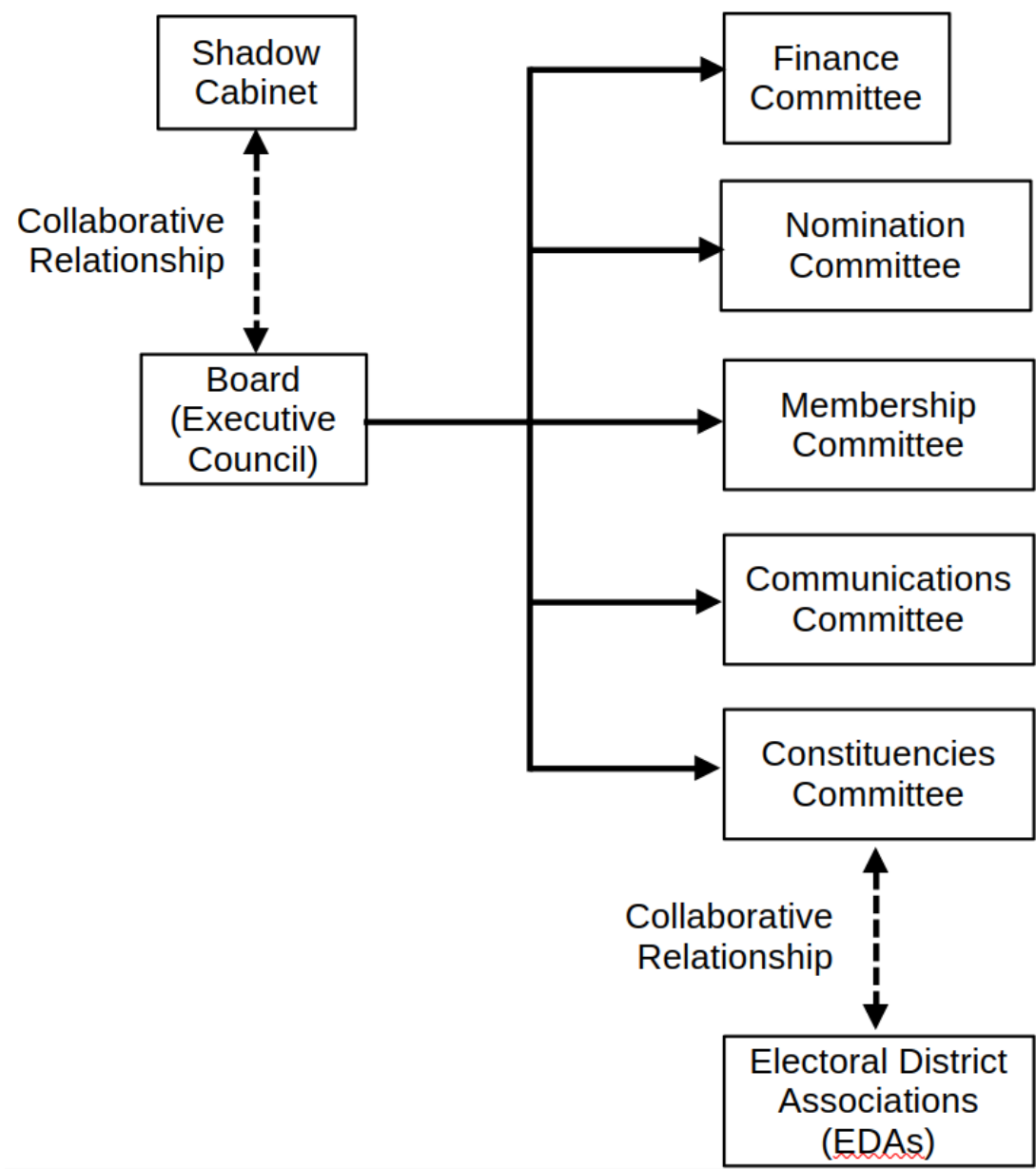
For any further questions related to volunteering and benefits that are not covered by this document, please contact the Membership Committee using:

membership@greenpartyofalberta.ca.

PARTY ORGANIZATION

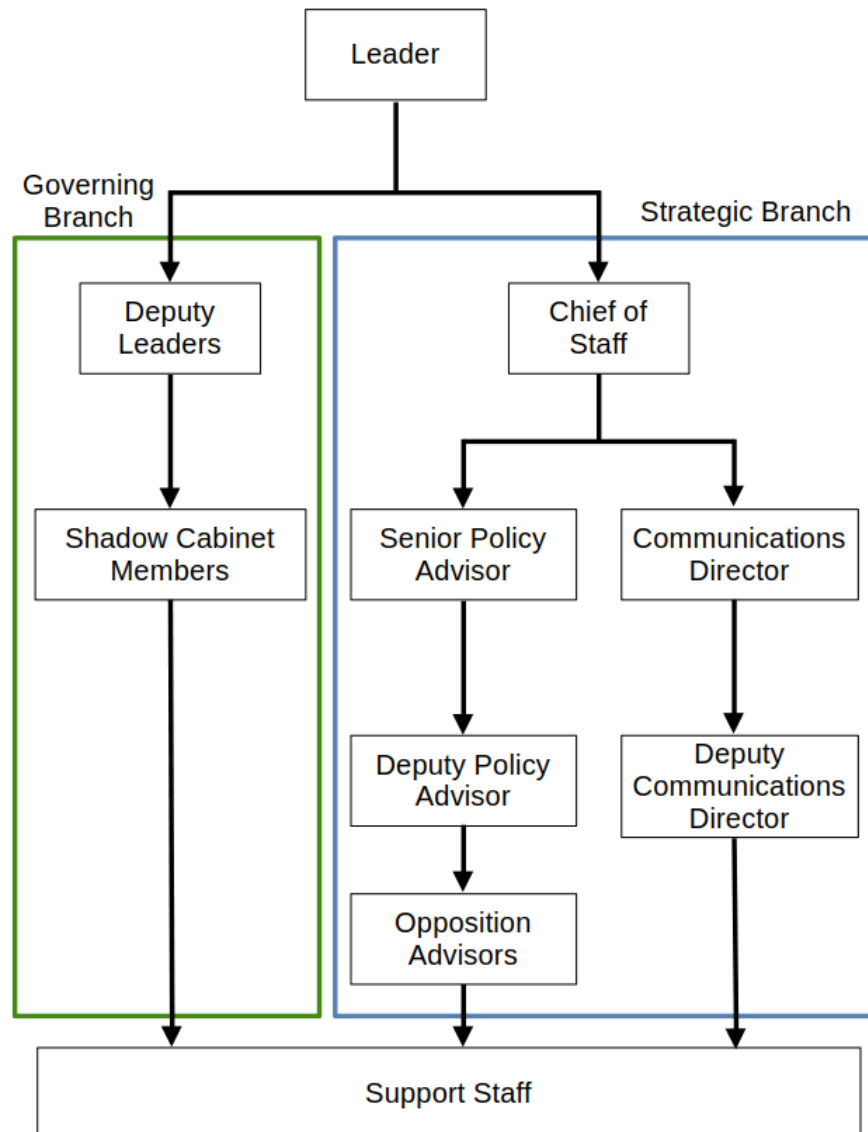
Party Organization Chart

The following is a chart that indicates the overall Party structure, as well as the distribution of authority and responsibilities.



Shadow Cabinet

The Shadow Cabinet is responsible for leading the Party's overall messaging, policies, platform, and political engagement with the public. This department consists of two separate branches called the Governing Branch and Strategic Branch which are led by the Party Leader. The Governing Branch is responsible for all matters relating to participation in elections, serving as Members of Legislative Assembly (MLAs), and representing 25 different ministries (also called "portfolios") and 87 total constituencies. The Strategic Branch is responsible for development and maintenance of the Party's overall policy and communications strategy to effectively represent the interests of Albertans and compete with opposing parties. The following is an organization chart that indicates the Shadow Cabinet's structure, as well as distribution of authority and responsibilities.



Board (Executive Council)

The Party Board (previously known as the “Executive Council”) is responsible for the top-level management and decision making of overall internal Party operations.

Furthermore, the Board is the primary department responsible for regulating the actions of the Party and its Committees. The Board is not responsible for managing the Party’s activity in the political sphere. In addition, the Board shares its power over Committees with the Shadow Cabinet through collaboration as a means to prevent the Shadow Cabinet from having unilateral control, while still allowing the Shadow Cabinet to lead overall Party activity.

Finance Committee

The Finance Committee is responsible for overall financial management, maintenance, and training within the Party. Furthermore, the Party’s Chief Financial Officer (CFO) and their appointed staff from the Finance Committee are responsible for ensuring that Elections Alberta is updated with the following: (1) proper records tracking all revenue, expenses, assets, and liabilities; (2) contributions placed in a bank account on Record; (3) issuing official contribution receipt; (4) every payment of more than \$25; (5) financial returns and reports required under the EFCDA and filing with the Chief Electoral Officer; and (6) non-monetary contributions that are properly valued and recorded.

Membership Committee

The Membership Committee is responsible for the following: (1) maintaining Party membership records and members contacts; (2) vetting the character of Party members; (3) working with other Committees to address concerns and needs regarding membership fees and contributions; and (4) reporting membership statistics to the Board.

Communications Committee

The Communications Committee is tasked with regular day-to-day engagement with the public, as well as conducting communication research and development. The Committee’s main responsibilities consist of: (1) researching target audiences and developing communication strategies; (2) developing standard operating procedures for communications, lines of persuasion, and media production; and (3) engaging the public to encourage political action and support of the Party.

Constituencies Committee

The Constituencies Committee is tasked with organizing and establishing a GPA presence within electoral districts on a regional and local level by creating and supporting Electoral District Associations (EDAs). In lieu of having an EDA located within a particular electoral district, appointed Organizers from the Constituencies Committee will be made responsible for activities typically conducted by EDAs. The Committee is responsible for organizing and regulating both EDAs and the Committee's appointed Organizers. In addition, the Constituencies Committee does not have any direct control over EDAs and is instead responsible for ensuring effective collaboration between the Party and EDAs.

Electoral District Associations (EDAs)

Electoral District Associations (EDAs) are local political entities with their own independent organization and governance separate from the Party. Now while EDAs are governed independent of the overall Party, they do adopt the Party's branding and Six Green Principles, as well as work to support the Party's objectives. In total EDAs are responsible for: (1) candidate discovery, recruitment, and nomination; (2) local campaigning and voter outreach; (3) fundraising and financial stewardship; (4) community engagement and political issues identification; (5) membership management and capacity building; (6) supporting a candidate or MLA; and (7) governance and compliance.

CHAPTER 1: SHADOW CABINET ROLES

1.1 - Party Leader

Role Status	Membership	Current Demand	Positions Available	Time Dedication
CLOSED	REQUIRED	NONE	0 / 1	5-15 hours/month

A Leader is the Party's representative that mimics the premier role of the Alberta government and runs in provincial elections as a GPA candidate. In addition, the Leader holds direct authority over the Shadow Cabinet and its both Governing Branch and Strategic Branch. The Party Leader is responsible for: (1) being the main spokesperson for Party policy; (2) appointing deputy leaders and Shadow Cabinet members; (3) responding to political events and developing policy; (4) serving as a member of the Party Board; (5) participating in high level Party decision making; and (6) serving as the top public representative of the Party.

Recommended Background and Skills: It is highly recommended that a volunteer for this position has significant prior experience in leadership, policy writing, public communication, strategy, planning, and stress management. Volunteers with skills in writing and public speaking are critical to this position. Volunteers with an advanced education or workplace background in government (municipal/provincial/federal) or related to subjects listed in the portfolio table (under Appendix A) are considered an asset. Finally, to be appointed to this position volunteers should have a notable history of volunteering on the behalf of the Green Party of Alberta.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) leading a large organization at the highest level; (2) developing organizational strategies, plans, and operational procedures; and (3) addressing public politics.

Submission of Request to Volunteer: If the Party is in need of an Interim Leader, a Party member can volunteer to be appointed as the Interim Leader by communicating their interest to the Board during a meeting.

1.2 - Shadow Cabinet Members

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	85 / 87	5-15 hours/month

Shadow Cabinet Members are Party representatives that mimic the minister roles of the Alberta government and run in provincial elections as a GPA candidate. In addition, Shadow Cabinet Members are placed under the authority of Party leadership and are contained within the Shadow Cabinet's Governing Branch. Shadow Cabinet Members are responsible for: (1) being a key spokesperson for Party policy; (2) responding to political events and developing policy; and (3) serving as a key public representative of the Party on specific political issues and subjects.

Recommended Background and Skills: It is highly recommended that a volunteer has an advanced education or workplace background in government (municipal/provincial/federal) or related to subjects listed in the [portfolio table](#) (under Appendix A). Volunteers with skills in writing and public speaking are critical to this position. Finally, volunteers with a notable history of volunteering on the behalf of the Green Party of Alberta will likely receive priority in being appointed.

Field Experience Offered: This volunteer position gives individuals significant experience in: (1) developing and advocating policies; (2) being a lead subject matter expert; and (3) addressing public politics.

Submission of Request to Volunteer: If the Party is in need of Shadow Cabinet Members, a Party member can volunteer to be appointed by the Interim Leader once they have made a formal request using the GPA Shadow Cabinet [application form](#).

1.3 - Chief of Staff

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 1	5-15 hours/month

A chief of staff is a senior advisor and operations manager who helps a politician, public official, or executive leader manage their daily responsibilities, priorities, and team. In government, the chief of staff ensures that policy goals are implemented effectively and that communication between departments and stakeholders runs smoothly. This individual manages the Leader's schedule, coordinates with Shadow Cabinet members and advisors, and helps shape policy and political strategy. Across all levels, the chief of staff serves as a trusted advisor who balances strategic vision with day-to-day management. Their effectiveness often determines how smoothly an office or administration operates.

Responsibilities of a Chief of Staff include:

- Advising leadership on the vision and strategic direction for the party;
- Set and promote a common understanding of the priorities arising from this vision and direction throughout the party;
- Ensure the leader is well informed as to the mood and issues within the party;
- Ensure access to alternative voices to challenge this agenda;
- Review and feedback to the leader on progress;
- Provide strategic counsel on issues and crises as they arise and ensure the implementation of any strategic response agreed; and
- Represent the leader as necessary in a wide range of meetings and negotiations.

Recommended Background and Skills: It is highly recommended that a volunteer has the following backgrounds, skills, education, and/or experience:

- Proven management and leadership skills;
- Excellent political antennae and judgment;
- Great written and verbal communications skills;
- A strong personality, the confidence to take the initiative and make quick informed judgments;
- An understanding of the media and the ability to remain calm and in control when handling difficult and complex issues on the leader's behalf;

- A track record of working at a senior level interacting with senior figures from politics, business and elsewhere; and
- A team player, happy to remain in the background and enjoy the success of those for and with whom they work.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) leading a large organization at a high level; (2) developing organizational strategies, plans, and operational procedures; and (3) addressing public politics.

Submission of Request to Volunteer: If the Party is in need of Chief of Staff, any Party member can request to be appointed by the Leader. To make a formal request you can submit an email directly to the Leadership using leader@greenpartyofalberta.ca.

1.4 - Senior & Deputy Policy Advisors

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	2 / 2	5-15 hours/month

The Senior Policy Advisor and Deputy Policy Advisor are the strategic managers for leading the Party's political strategy and policy/platform development, along with advising senior leadership about such matters. Policy Advisors play a crucial role in shaping and implementing policies by providing insights, analysis, and strategic advice to politicians and political parties. Ultimately, the role of Policy Advisors is to assist our Party in understanding and responding to political trends and government policies that could impact our mission and operations.

Responsibilities of Policy Advisors include:

- Researching and analyzing political, social and economic trends to anticipate political shifts;
- Advising politicians or political parties on public opinion, public policy, strategy, and messaging;
- Create and implement political strategies and campaigns;
- Liaise with other political advisors, politicians, and stakeholders;
- Monitor media coverage and public response to political matters;
- Evaluate the potential effects and implications of proposed policies; and
- Development and writing of political policies and platform.

Recommended Background and Skills: It is highly recommended that a volunteer has the following backgrounds, skills, education, and/or experience:

- Extensive knowledge of governmental processes and political systems;
- Excellent networking and negotiation skills;
- Strong analytical and strategic thinking abilities;
- Excellent written and verbal communication skills;
- Writing reports and researching a diverse array of topics; and
- BSc/BA in Public Policy, Political Science, International Relations, or a related field.

Field Experience Offered: These volunteer positions give individuals significant experience in: (1) leading staff; (2) crafting political policies and a platform; and (3) implementing political strategies and campaigns.

Submission of Request to Volunteer: If the Party is in need of Senior Policy Advisor or Deputy Policy Advisor, any Party member can request to be appointed by the Leader. To make a formal request you can submit an email directly to the Leadership using leader@greenpartyofalberta.ca.

1.5 - Communications Director & Deputy

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 2	5-15 hours/month

The Communications Director and Deputy Communications Director are the strategic managers for planning, crafting, and advising all communications, public relations, and marketing efforts at the Party to shape its brand and ensure consistent messaging across every channel. These roles are pivotal in shaping the Party's brand, enhancing its reputation, and ensuring consistent messaging across all channels, working collaboratively with academic, administrative, and external stakeholders to promote the mission, vision, and principles. Keep in mind that the Deputy Communications Director role holds the same description and responsibilities, and that the deputy serves an assisting role to the Communications Director as well as a replacement when necessary. Furthermore, the deputy is subordinate to the Communications Director and subject to their direction. In total, the overarching purpose of these roles is to advise the Party's senior leadership about communications.

Strategy and media relations responsibilities:

- Develop and implement comprehensive communication strategies to support institutional goals and enhance public perception;
- Oversee university-wide messaging, ensuring consistency, clarity, and alignment with strategic priorities; and
- Serve as the primary point of contact for media inquiries, cultivating relationships with local, state, and national outlets and leading press releases, op-eds, and media briefings.

Crisis and digital communication responsibilities:

- Lead crisis communication efforts, providing clear, effective messaging during uncertainty or emergency, and advise leadership on sensitive matters;
- Oversee the institution's digital presence, including website content and social media, ensuring engaging and accurate representation; and
- Use analytics to measure the effectiveness of digital strategies and adjust tactics as needed.

Leadership and engagement responsibilities:

- Supervise and mentor a team of communications professionals, fostering a collaborative and innovative environment;
- Work with leadership, faculty, and staff to identify storytelling opportunities that highlight academic and community achievements; and
- Build relationships with alumni, donors, and community partners, and represent the institution at key events and public forums.

Recommended Background and Skills: It is highly recommended that a volunteer has a bachelor's degree in communications, public relations, marketing, or a related field. In addition, it's recommended that the volunteer has experience in communications, public relations, or marketing, preferably in higher education or a similarly complex organization. As for skills a volunteer should have the following:

- Exceptional written and verbal communication skills, with strong leadership and team management abilities;
- Proficiency in digital media tools, analytics platforms, and content management systems; and
- Crisis management experience and a proven ability to communicate effectively under pressure.

Field Experience Offered: These volunteer position gives individuals significant experience in: (1) leading staff; (2) crafting the messaging of a large organization; (3) communicating politics to the public; and (4) developing communication strategies and executing plans.

Submission of Request to Volunteer: If the Party is in need of Communications Director or Deputy Communications Director, any Party member can request to be appointed by the Leader. To make a formal request you can submit an email directly to the Leadership using leader@greenpartyofalberta.ca.

1.6 - Opposition Analysts

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	NOT REQUIRED	HIGH	UNLIMITED	5-15 hours/month

Opposition Analysts are critical researchers that collect and analyze information about opposition parties to generate political intelligence meant for informing strategic planning and monitoring activity. Opposition Analysts are responsible for: (1) assessing polls, canvassing data, demographics, contributions, votes, and trends; (2) identifying political threats and opportunities; (3) monitoring opposition's political activities; (4) analyzing opposition's strengths, weaknesses, and capabilities; and (5) predicting opposition's actions.

Recommended Background and Skills: It is highly recommended that a volunteer has some of the following backgrounds, skills, or education:

- Previously volunteered for an opposition party and has institutional knowledge they are willing to share that is not legally protected or subject to Non-Disclosure Agreements (NDAs);
- Proficiency in research skills such as data analysis, qualitative analysis, report writing, Open Source Intelligence (OSINT) and advanced information collection techniques;
- Advanced education in political science, public relations, public policy, statistics, or a related field.

Field Experience Offered: This volunteer position gives individuals significant experience in: (1) assessing a political environment; (2) informing high level decision making and strategies; and (3) advising about political oppositions and the public.

Submission of Request to Volunteer: If the Party is in need of Opposition Analysts, any Party member or non-party member can request to be appointed by the Leader. To make a formal request you can submit an email directly to the Leadership using leader@greenpartyofalberta.ca.

1.7 - Policy Researchers

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	UNLIMITED	2-15 hours/month

Policy Researchers are volunteer support staff who are passionate individuals that work toward shaping the Party's policy platform. Policy Researchers are responsible for informing Party political efforts by: (1) researching political issues impacting Albertans; (2) providing subject matter expertise and insight on various topics; (3) developing policy and political actions to remediate Albertan political issues; and (4) writing and recording research to help the Party accumulate a wealth of knowledge.

Recommended Background and Skills: This role is most ideal for volunteers with any advanced education or past employment that gives them specialized knowledge on a topic. In addition, volunteers interested in this role are required to have basic writing skills so that they can effectively record and share information in a written format.

Field Experience Offered: This volunteer position gives individuals practical experience in: (1) investigating political issues; (2) developing political policy; and (3) applying specialized knowledge.

Submission of Request to Volunteer: To request volunteering as a Policy Researcher you can submit your information through the form on our [volunteer registration webpage](#).

1.8 - Writers

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	NOT REQUIRED	HIGH	UNLIMITED	2-6 hours/month

Writers are volunteer support staff who enthusiastically prepare and write speeches and messages that will be shared with the public by either the Leader, Shadow Cabinet members, or other key persons within the Party. Writers are responsible for: (1) conducting research and fact checking to develop good speech and written content; (2) crafting and tailoring messages that resonate with audiences; and (3) reflecting a speaker's personality.

Recommended Background and Skills: This role is best for volunteers with a background, education, or experience in public communications, as well as research. Volunteers that are interested in this role should have good writing skills and experience.

Field Experience Offered: This volunteer role gives individuals experience in: (1) shaping the messaging of an organization and its spokespersons; (2) audience comprehension and persuasive writing; and (3) collaboration with clients.

Submission of Request to Volunteer: To request volunteering as a Writer you can submit your information through the form on our [volunteer registration webpage](#).

1.9 - Photographers-Videographers

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	NOT REQUIRED	HIGH	UNLIMITED	4-16 hours/month

Photographer-Videographer's are volunteer support staff interested in the production of visual media for the purposes of promoting the Party.

Photographers are responsible for:

- **Client Consultation:** Meet with clients to understand their needs and expectations for the shoot;
- **Studio Preparation:** Set up the studio by arranging lighting, props, and ensuring the space is clean and ready for the shoot;
- **Location Scouting:** Find appropriate locations for outdoor or event photography;
- **Shooting:** Capture high-quality images of subjects, which may include people, landscapes, or products; and
- **Post-Production:** Edit photos after the shoot to enhance quality and meet client specifications.

Videographers are responsible for:

- **Event Coverage:** Document events in real time, capturing both video and audio;
- **Equipment Management:** Select, clean, and maintain recording equipment, ensuring it is in good working condition;
- **Filming:** Handle filming duties, which may involve working independently or with a small crew;
- **Editing:** Edit footage to create compelling narratives, ensuring continuity and quality in the final product; and
- **Collaboration:** Work with clients and other videographers to gather all necessary footage for projects.

Requirements: Must be willing and able to drive to locations, and assist in filming and/or photographing Shadow Cabinet members activities in the public.

Recommended Background and Skills: This role is best for volunteers who have a background, education, or experience with: (1) photography equipment and software; (2) communicating effectively with clients; and (3) detail and composition.

Field Experience Offered: This volunteer role gives individuals experience in: (1) collaboration with clients; (2) media production; and (3) practical and technical application of artistic skills.

Submission of Request to Volunteer: To request volunteering as a Photographer-Videographer you can submit your information through the form on our [volunteer registration webpage](#).

CHAPTER 2: BOARD ROLES

2.1 - President

Role Status	Membership	Current Demand	Positions Available	Time Dedication
CLOSED	REQUIRED	NONE	0 / 1	2-10 hours/month

The President is a member of the Board and they are tasked with leading management of the Party's internal operations. A President is responsible for: (1) overseeing the activities of Party committees; (2) ensuring that all Party operations are aligned with the Six Green Principles, Constitution & Bylaws, Official Policy Manual, and established objectives; (3) chairing Board meetings; and (4) collaborating with the Shadow Cabinet when necessary.

Recommended Background and Skills: This role is best for volunteers with a background, education, or experience in leadership/management, professional writing, communication, and/or computers.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) leading a large organization at the highest level; (2) developing organizational strategies, plans, and operational procedures; and (3) high-level decision making that is required for running an organization.

Submission of Request to Volunteer: Party members are elected to this role during a Party Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request to executive.council@greenpartyofalberta.ca.

2.2 - Vice-President

Role Status	Membership	Current Demand	Positions Available	Time Dedication
CLOSED	REQUIRED	NONE	0 / 1	2-10 hours/month

The Vice-President is a member of the Board and they are tasked with being the President's right-hand for leading management of the Party's internal operations. A Vice-President is responsible for: (1) overseeing the activities of Party committees; (2) ensuring that all Party operations are aligned with the Six Green Principles, Constitution & Bylaws, Official Policy Manual, and established objectives; (3) chairing Board meetings; and (4) collaborating with the Shadow Cabinet when necessary; and (5) temporarily filling the role of the President when the position is vacant due to an emergency or unavailability.

Recommended Background and Skills: This role is best for volunteers with a background, education, or experience in leadership/management, professional writing, communication, and/or computers.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) leading a large organization at the highest level; (2) developing organizational strategies, plans, and operational procedures; and (3) high-level decision making that is required for running an organization.

Submission of Request to Volunteer: Party members are elected to this role during a Party Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request to executive.council@greenpartyofalberta.ca.

2.3 - Chief Financial Officer (CFO)

Role Status	Membership	Current Demand	Positions Available	Time Dedication
CLOSED	REQUIRED	NONE	0 / 1	2-10 hours/month

The Chief Financial Officer (CFO) is a member of the Board and they are tasked with maintaining and communicating records with Elections Alberta. A CFO is responsible for the following:

- Proper records are kept of all revenue and expenses;
- Contributions are placed in a bank account on record with Elections Alberta;
- Official contribution receipts are issued in accordance with Elections Alberta regulations;
- Payments are supported by documentation from a supplier that states the particular expenses, and a receipt or other proof of payment acceptable to the CFO;
- Campaign returns and reports required under the Elections Alberta regulations are filed with the Chief Electoral Officer; and
- Non-monetary contributions are properly valued and recorded.

Recommended Background and Skills: This role is best for volunteers with a background, education, or experience in finance.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) managing the finances of a large organization at the highest level; (2) undertaking financial management of a political party/organization; and (3) acting as the highest-level finance authority within an organization.

Submission of Request to Volunteer: Party members are elected to this role during a Party Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request to executive.council@greenpartyofalberta.ca.

2.4 - Secretary

Role Status	Membership	Current Demand	Positions Available	Time Dedication
CLOSED	REQUIRED	NONE	0 / 1	2-10 hours/month

The Secretary role is a member of the Board and the key administrator that maintains internal Party policy compliance, documentation, and record keeping. The Secretary role is responsible for: (1) ensuring that Party actions and members are compliant with the law, constitution, bylaws, and internal policies; (2) securing and safeguarding stored Party accounts, documents, data, files, and personal information; and (3) ensuring that major Party decisions are appropriately documented and made by a quorum, EDA Annual General Meeting (AGM), or Candidate Election.

Recommended Background and Skills: Volunteers for this role are recommended to have a familiarity with web security solutions (such as permissions, 2-factor-authentication, encryption, passwords), documents that regulate the Party, and Party events and procedures that need to be documented.

Field Experience Offered: This volunteer role gives individuals experience in: (1) managing the legal and policy compliance of an organization; (2) protecting sensitive and personal information of an organization; and (3) documenting critical information within proceedings of an organization.

Submission of Request to Volunteer: Party members are elected to this role during a Party Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request to executive.council@greenpartyofalberta.ca.

2.5 - Member-at-Large

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	2 / 6	2-10 hours/month

The Member-at-Large role is as a member of the Board, and they're the key representatives of Party members' interests and are empowered with high-level voting rights within the Board. The Member-at-Large role is responsible for: (1) representing Party members interests by holding the EC accountable; (2) collaborating with EC members to run the Party; and (3) participating in high-level decision making.

Recommended Background and Skills: Volunteers for this role are recommended to have a significant volunteering history with the Party and are familiar with internal Party policies, key documents, procedures, and/or practices.

Field Experience Offered: This volunteer role gives individuals experience in: (1) high-level decision making that is required for running an organization; (2) advocating for people's interests; and (3) institutional knowledge and management skills.

Submission of Request to Volunteer: Party members are elected to this role during a Party Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request to executive.council@greenpartyofalberta.ca.

CHAPTER 3: COMMUNICATIONS COMMITTEE ROLES

3.1 - Liaison Team Lead

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 1	2-10 hours/month

The Liaison Team Lead role is tasked with leading the Communications Committee - Liaison Team. They are assigned to lead Party communications with external entities such Non-Government Organizations (NGOs), businesses, and other political parties (this does not include news agencies). A Liaison Team Lead is responsible for leading their team to: (1) facilitate meetings and discussions with external entities; (2) build and maintain relationships with external entities; (3) manage information shared between the Party and external entities; and (4) solicit contributions and subject matter expertise from external entities.

Recommended Background and Skills: Volunteers for this role are recommended to have experience in: (1) creating organized agendas and conducting meetings (virtual and in-person); (2) building rapport with leaders, managers, or representatives; and (3) persuasive communication.

Field Experience Offered: This volunteer role gives individuals experience in: (1) coordinating organizations and meetings; (2) communicating privately and persuasively; (3) building relationships; and (4) management and leadership of a team.

Submission of Request to Volunteer: To request volunteering as the Liaison Team Lead and being appointed by the Communications Committee you can contact communications@albertagreens.ca.

3.2 - Traditional Media Team Lead

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 1	2-10 hours/month

The Traditional Media Team Lead role is tasked with leading the Communications Committee - Traditional Media Team. They are assigned to lead Party communications conducted through traditional media means such as advertising, magazines, news articles, memorabilia, and interactions with the press. A Traditional Media Team Lead is responsible for leading their team to: (1) monitor emerging issues in the news cycle and prepare Party responses; (2) building relationships with journalists and media outlets; (3) generating and designing advertisements and memorabilia; and (4) developing communication plans.

Recommended Background and Skills: Volunteers for this role are recommended to have experience in: (1) journalism; (2) communications; (3) marketing; and/or (4) art design.

Field Experience Offered: This volunteer role gives individuals experience in: (1) interacting with news agencies; (2) crafting an organization's messaging for traditional media; and (3) management and leadership of a team.

Submission of Request to Volunteer: To request volunteering as the Traditional Media Team Lead and being appointed by the Communications Committee you can contact communications@albertagreens.ca.

3.3 - Social Media Team Lead

Role Status	Membership	Current Demand	Positions Available	Time Dedication
CLOSED	REQUIRED	NONE	0 / 1	Irregular

The Social Media Team Lead role is tasked with leading the Communications Committee - Social Media Team. They are assigned to lead Party communications conducted through social media means and online content such as long-form videos, short-form videos, livestreams, artwork, memes, posts, and user interactions. A Social Media Team Lead is responsible for leading their team to: (1) operate and monitor accounts; (2) create and post content; (3) engage with an online community; (4) report social media performance; and (5) research and develop social media strategies.

Recommended Background and Skills: Volunteers for this role are recommended to have experience in: (1) social media; (2) content creation; (3) communications; (4) marketing; and/or (5) art.

Field Experience Offered: This volunteer role gives individuals experience in: (1) interacting with online communities; (2) crafting an organization's messaging for social media; and (3) management and leadership of a team.

Submission of Request to Volunteer: To request volunteering as the Social Media Team Lead and being appointed by the Communications Committee you can contact communications@albertagreens.ca.

3.4 - Discord Team Lead

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 1	Irregular

The Discord Team Lead role is tasked with leading the Communications Committee - Discord Team. They are assigned to lead Party communications conducted through the platform Discord such as sharing Party content and information, building an interactive and entertaining online social community, conducting online polls, and developing a community led meme generating ecosystem. A Discord Team Lead is responsible for leading their team to: (1) create and maintain the server; (2) operate and monitor the server; (3) moderate server activity; (4) offer support to users experiencing server issues; and (5) fostering a sense of community.

Recommended Background and Skills: Volunteers for this role are highly recommended to have experience and skills with using the platform Discord for the purposes of: (1) building and maintaining a server; (2) securing and moderating a server; (3) engaging people online; and (4) creating and sharing memes or artwork online.

Field Experience Offered: This volunteer role gives individuals experience in: (1) interacting with online communities; (2) creating and operating an online community space; and (3) management and leadership of a team.

Submission of Request to Volunteer: To request volunteering as the Discord Team Lead and being appointed by the Communications Committee you can contact communications@albertagreens.ca.

3.5 - Website Team Lead

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 1	2-10 hours/month

The Website Team Lead role is tasked with leading the Communications Committee - Website Team. They are assigned to lead Party communications conducted through the Party website such as: posting updates about information, news, updates, or events; tracking and responding to emails and phone calls; and when necessary referring communications to the correct Party roles to handle further. A Website Team Lead is responsible for leading their team to: (1) ensure all website communications are tracked and receive a response; (2) regularly update website information when necessary; and (3) acts as the first point of contact for formal Party communications.

Recommended Background and Skills: Volunteers for this role are recommended to have experience in: (1) website management; (2) writing; (3) communications; or (4) web coding.

Field Experience Offered: This volunteer role gives individuals experience in: (1) operating the direct formal communications of an organization; (2) managing information and formal announcements on a website; and (3) management and leadership of a team.

Submission of Request to Volunteer: To request volunteering as the Website Team Lead and being appointed by the Communications Committee you can contact communications@albertagreens.ca.

3.6 - Team Operators

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	NOT REQUIRED	HIGH	UNLIMITED	REFER TO TEAM LEADS

Team Operators are broadly volunteers that join and support any one of the Communications Committee teams. Each team is responsible for their own specific types of Party communications:

- **Liaison Team:** facilitating meetings and discussions with external entities; building and maintaining relationships with external entities; managing information shared between the Party and external entities; and soliciting contributions and subject matter expertise from external entities.
- **Traditional Media Team:** monitoring emerging issues in the news cycle and preparing Party responses; building relationships with journalists and media outlets; generating and designing advertisements and memorabilia; and developing communication plans.
- **Social Media Team:** operating and monitoring accounts; creating content; engaging with an online community; reporting social media performance; and researching and developing social media strategies.
- **Discord Team:** creating and maintaining the server; operating and monitoring the server; moderating server activity; offering support to users experiencing server issues; and fostering a sense of community.
- **Website Team:** ensuring all website communications are tracked and receive a response; regularly updating website information when necessary; and acting as the first point of contact for formal Party communications.

Recommended Background and Skills: A Team Operator role is open and available for any person seeking to volunteer regardless of their current skills and experience. However, persons with experience in journalism, film, social media (Twitch, Youtube, Tiktok, etc), Discord, website management, or union/NGO volunteering will be considered a valued asset.

Field Experience Offered: This volunteer role can give individuals a variety of experience depending on what team they choose to join.

Submission of Request to Volunteer: To request volunteering as the Team Operator you can contact communications@albertagreens.ca.

CHAPTER 4: CONSTITUENCIES COMMITTEE ROLES

4.1 - Constituencies Committee Chair

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	1 / 1	3-10 hours/month

The Constituencies Committee Chair is the leading member of the Constituencies Committee and they are tasked with leading management of the Party's events, constituencies, and Constituency Associations (EDA's). A Constituencies Committee Chair is responsible for: (1) overseeing the activities of the Constituencies Committee; (2) leading creation of new EDA's; (3) ensuring Party messaging is consistent across electoral districts; (4) chairing Constituency Committee meetings; (5) collaborating with the Shadow Cabinet and other committees when necessary; and (6) temporarily filling the roles of Regional Organizers when the positions are vacant.

Recommended Background and Skills: While not absolutely necessary, volunteers for this role are recommended to have experience in: (1) organizing and hosting activities and events (in-person and/or online); (2) managing and building interpersonal relationships; and (3) persuasive communication.

Field Experience Offered: This volunteer position will give an individual experience in: (1) leading a large organization; (2) developing organizational strategies, plans, and operational procedures; and (3) conducting decision making and planning that is required for running an organization.

Submission of Request to Volunteer: **Submission of Request to Volunteer:** To request volunteering as an Organizer you can submit an email of your information to the Board (Executive Council) executive.council@albertagreens.ca.

4.2 - Regional Organizers

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	4 / 4	3-10 hours/month

Regional Organizers are a critical Party role that is tasked with managing Party events, Constituency Associations (EDA's), door-knocking, canvassing, signature collection, fundraising, volunteers, candidate discovery, and communications across many different constituencies (electoral districts). There are only four available Regional Organizer positions with each one covering the following areas: (1) Edmonton Region; (2) Calgary Region; (3) Northern Alberta Region; and (4) Southern Alberta Region. A Regional Organizer is responsible for leading regional Party members and EDA's to: (1) create new EDA's; (2) support each others campaign needs and operations; (3) implement cohesive Party messaging that is tailored to a region; (4) organize regular regional events; (5) provide assistance to Party activities.

Recommended Background and Skills: While not absolutely necessary, volunteers for this role are recommended to have experience in: (1) organizing and hosting activities and events (in-person or online); (2) managing and building interpersonal relationships; and (3) persuasive communication.

Field Experience Offered: This volunteer role gives individuals experience in: (1) coordinating organizations and operations; (2) management and leadership of a team; and (3) planning and hosting of events.

Submission of Request to Volunteer: To request volunteering as an Organizer you can submit an email of your information to the Board (Executive Council) executive.council@albertagreens.ca.

4.3 - Constituency & EDA Organizers

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	87 / 87	2-10 hours/month

Constituency Organizers are a critical Party role that is tasked with managing Party events, door-knocking, canvassing, signature collection, fundraising, volunteers, candidate discovery, and party communications across a constituency (electoral district). There are 87x different constituencies within a provincial election, and each one requires a single organizer. A Constituency Organizer is responsible for leading local Party and EDA members to: (1) create a new EDA; (2) discover a local candidate for an upcoming election; (3) support a candidate's campaign needs and activities; (4) engage local community members, businesses, and NGO's; and (5) provide assistance to Party activities.

Recommended Background and Skills: While not absolutely necessary, volunteers for this role are recommended to have experience in: (1) leading and organizing activities and events (in-person and/or online); (2) managing and building interpersonal relationships; and (3) persuasive communication.

Field Experience Offered: This volunteer role gives individuals experience in: (1) coordinating staff and operations; (2) management and leadership of a team; and (3) planning and hosting of events.

Submission of Request to Volunteer: To request volunteering as an Organizer you can submit an email of your information to the Board (Executive Council) executive.council@albertagreens.ca. Note this role is still available to volunteers even if there is no current EDA local to them, however once a local EDA is formed the local Constituency Organizer will automatically assume the local EDA Organizer role.

4.4 - EDA Presidents

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	85 / 87	2-10 hours/month

A EDA President is a member of an EDA and is tasked with leading management of the EDA's internal operations. A EDA President is responsible for: (1) overseeing the activities of EDA committees; (2) ensuring that all EDA operations are aligned with the Six Green Principles, Constitution & Bylaws, Official Policy Manual, and established objectives; (3) chairing EDA Board meetings; and (4) collaborating with the rest of the GPA when necessary.

Recommended Background and Skills: While not necessary, this role is best for volunteers with a background, education, or experience in leadership/management, professional writing, communication, and/or computers.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) leading an organization; (2) developing organizational strategies, plans, and operational procedures; and (3) top-level decision making that is required for running an organization.

Submission of Request to Volunteer: Party members are elected to this role during a EDA Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request by contacting communications@albertagreens.ca and the Communications Committee will redirect you to the proper authority. Note you should ideally become a EDA President of an EDA local to your constituency.

4.5 - EDA Chief Financial Officers (CFOs)

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	85 / 87	2-10 hours/month

The EDA Chief Financial Officer (CFO) role is a core member of an EDAs Board and is tasked with maintaining and communicating records and finances with Elections Alberta. A CFO is responsible for the following:

- Proper records are kept of all EDA revenue and expenses;
- EDA contributions are placed in a bank account on record with Elections Alberta;
- Official EDA contribution receipts are issued in accordance with Elections Alberta regulations;
- EDA payments are supported by documentation from a supplier that states the particular expenses, and a receipt or other proof of payment acceptable to the CFO;
- Campaign returns and reports required under the Elections Alberta regulations are filed with the Chief Electoral Officer; and
- Non-monetary contributions to an EDA are properly valued and recorded.

Recommended Background and Skills: While not always necessary, this role is a best fit for volunteers with a background, education, or experience in finance.

Field Experience Offered: This volunteer position will give an individual significant experience in: (1) managing the finances of a small organization; (2) undertaking financial management for a political candidate and small organization; and (3) acting as the lead finance authority within a small organization.

Submission of Request to Volunteer: Party members are elected to this role during a EDA Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request by contacting communications@albertagreens.ca and the Communications Committee will redirect you to the proper authority. Note you should ideally become a EDA CFO of an EDA local to your constituency.

4.6 - EDA Secretaries

Role Status	Membership	Current Demand	Positions Available	Time Dedication
OPEN	REQUIRED	HIGH	85 / 87	2-10 hours/month

The EDA Secretary role is a core member of an EDA Board and the key administrator that maintains internal EDA policy compliance, documentation, and record keeping. The EDA Secretary role is responsible for: (1) ensuring that EDA actions and members are compliant with the law, constitution, bylaws, and internal policies; (2) securing and safeguarding stored EDA accounts, documents, data, files, and personal information; and (3) ensuring that major EDA decisions are appropriately documented and made by a quorum, EDA Annual General Meeting (AGM), or Candidate Election.

Recommended Background and Skills: While not always necessary, volunteers for this role are recommended to have a familiarity with web security solutions (such as permissions, 2-factor-authentication, encryption, passwords), documents that regulate the Party, and Party events and procedures that need to be documented.

Field Experience Offered: This volunteer role gives individuals experience in: (1) managing the legal and policy compliance of a small organization; (2) protecting sensitive and personal information of a small organization; and (3) documenting critical information within proceedings of a small organization.

Submission of Request to Volunteer: Party members are elected to this role during a EDA Annual General Meeting (AGM) or appointed when deemed necessary. To become a nominee or get appointed for this role you can submit a request by contacting communications@albertagreens.ca and the Communications Committee will redirect you to the proper authority. Note you should ideally become an EDA Secretary of an EDA local to your constituency.

APPENDIX A: TABLE OF PORTFOLIO ROLES

Status	Name	Description
[OPEN]	Hospital and Surgical Health Services	The Ministry is responsible for overseeing emergency and acute care services, including hospital care, surgical procedures, and cancer care. It aims to strengthen and improve the delivery of hospital and surgical services across the province.
[OPEN]	Education and Childcare	The Ministry has the following responsibilities: develop curriculum and set standards; evaluate curriculum and assess outcomes; teacher development and certification; support students with diverse learning needs; fund and support school boards; First Nations, Métis and Inuit and Francophone education; and oversees basic education policy and regulations. "Education and Childcare" Government of Alberta, Link. Accessed: 16 December 2025.
[CLOSED]	Jobs, Economy, Trade and Immigration	Leading efforts to grow Alberta's economy by supporting Alberta's entrepreneurs and employers, promoting trade and investment, helping recruit and retain workers, leading child care and promoting safe, fair and healthy workplaces by: helping attract skilled workers and establishing and enforcing Alberta's employment standards and laws governing the health and safety of Alberta's workplaces; supporting Alberta entrepreneurs, businesses and communities to drive growth and job creation; supporting the unique economic development needs of Alberta's various regions; and attracting investment, promoting trade and supporting Alberta businesses' abilities to access new markets. "Jobs, Economy, Trade and Immigration" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Environment and Protected Areas	The ministry: works to protect and enhance Alberta's environment and ecosystems to ensure a sustainable future, making life better for Albertans; works with Albertans, Indigenous communities and stakeholders to ensure the province's environmental, social and economic outcomes for the future are met; and engages Albertans to understand the challenges in ensuring Alberta's natural resources are managed using innovative and responsible approaches.

		"Environment and Protected Areas" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Affordability and Utilities	Leads and coordinates government's ongoing efforts to make everyday life more affordable; manages and develops policy for the development of the province's utilities sector; and oversees a reliable and affordable electricity system for Albertans. "Affordability and Utilities" Government of Alberta, Link. Accessed 16 December 2025.
[OPEN]	Indigenous Relations	We coordinate with other ministries, the federal government and First Nations on land-related claims and other initiatives. In collaboration with Indigenous Peoples, communities and organizations, we promote increased social and economic opportunities through various funds and programs. "Indigenous Relations" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Treasury Board and Finance	The Ministry of Treasury Board and Finance focuses on: accountability; financial management; human resource leadership; and regulation of Alberta's liquor, gaming, cannabis, financial, securities, insurance and pensions sectors. "Treasury Board and Finance" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Municipal Affairs	Provides: funding supports for municipalities; a system that strives to ensure appropriate safety standards for the construction and maintenance of buildings and equipment; protections for new home buyers and required licensing for home builders; province-wide support for access to public library services for Albertans; safety codes, standards, and supports under the Safety Codes Act; management of about 2.6 million acres of public land in the province's three Special Areas; and independent review and decisions on local matters by the Land and Property Rights Tribunal. "Municipal Affairs" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Primary and Preventative Health Services	The Ministry focuses on setting policies and priorities for health care delivery, emphasizing prevention and primary care. It aims to improve health outcomes for Albertans through various programs and services.

[OPEN]	Advanced Education	Prepares Albertans for lifelong success through education by: approving programs of study; funding public post-secondary institutions and other adult learning providers; providing financial aid for learners; registering and certifying apprentices; and supporting academic research and innovation. "Advanced Education" Government of Alberta, Link. Accessed: 16 December 2025.
[CLOSED]	Arts, Culture and Status of Women	Promoting and celebrating Alberta's unique cultural identity and heritage by supporting the development and sustainability of the province's: creative and cultural industries; artists and arts community; non-profit and voluntary sector; historical resources, sites, museums and archives; and services in French and supports for Alberta Francophone community. The ministry also works to address gender inequality by: expanding economic opportunities for women; establishing a strategy to end gender-based violence; and supporting and engaging Alberta's 2SLGBTQQIA+ community. "Arts, Culture and Status of Women" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Mental Health and Addiction	Supports Albertans experiencing addiction and mental health challenges by: implementing a comprehensive recovery-oriented system of care; increasing access to evidence-based services and supports; funding community-based programs and services; licensing addiction and mental health service providers; and ensuring mental health and addiction services are safe and high quality. "Mental Health and Addiction" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Energy and Minerals	Alberta Energy and Minerals: manages and develops policy for the development of province's energy and mineral resources; grants industry the right to explore for and develop energy and mineral resources; establishes, administers and monitors the effectiveness of fiscal and royalty systems; encourages additional investment that creates jobs and economic prosperity; and advocates at home and around the world for greater market access. "Energy and Minerals" Government of Alberta, Link. Accessed: 16 December 2025
[OPEN]	Technology and Innovation	The Ministry of Technology and Innovation is responsible

		for: driving economic growth and diversification in Alberta through technology and innovation; promoting and supporting the growth of Alberta's technology sector; modernizing government services by implementing technology-driven solutions; and attracting investment in Alberta's technology and innovation ecosystem. "Technology and Innovation" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Children and Family Services	Children and Family Services focuses on prevention, early intervention, child development and delivering supports and services to children, youth and families, including those related to family violence. It works to ensure that children and families in Alberta have the tools they need to thrive in healthy families and communities. "Children and Family Services" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Public Safety and Emergency Services	Works with partners in law enforcement, justice, health and social services for a fair and accessible justice system that upholds rule of law while supporting the needs of individuals. Is responsible for the custody and supervision of adults and young persons under correctional authority, as well as the facilitation of rehabilitation. In collaboration with municipalities, Metis Settlements and First Nations, leads disaster preparation, mitigation, response and recovery to increase individual and community resilience. "Public Safety and Emergency Services" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Forestry and Parks	The Ministry of Forestry and Parks is responsible for: growing Alberta's environmentally responsible wood products and forestry sector; protecting Alberta's forests from wildfire; preserving our provincial parks for the recreation and enjoyment of Albertans; enabling access to public lands for recreational and commercial purposes while prioritizing conservation; and managing public lands and balancing sustainable rangelands and grazing leases for Alberta producers. "Forestry and Parks" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Intergovernmental and International Relations	Develops intergovernmental strategies on issues of importance to Alberta and Canada, with its partners, clients and stakeholders, to address challenges and take

		advantage of and grow opportunities. Through direct engagement with federal, provincial, territorial and international governments, as well as key stakeholders, the division works to address challenges, seize opportunities and enhance Alberta's economic and strategic interests. "Intergovernmental and International Relations" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Tourism and Sport	Our ministry is responsible for: Alberta's long-term provincial tourism strategy, with a goal of growing the province's visitor economy to more than \$25 billion in annual visitor expenditures by 2035; establishing the All-Season Resorts Act to support 4-season tourism developments; expanding air access to the province; addressing labour and workforce needs for the tourism and hospitality sectors; working with Travel Alberta to drive private investment into the development of new and competitive tourism products and experiences; investing in small and mid-sized recreation facilities across the province through the Active Communities Initiative; and attracting world-class sport events to Alberta, including through the Major Sport Events grant. "Tourism and Sport" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Service Alberta and Red Tape Reduction	Service Alberta and Red Tape Reduction is the government's solution provider and supports the significant events in Albertans' lives, like having a child, getting married, mourning the loss of a loved one, getting a driver's licence or buying a home. Our ministry is responsible for: protecting consumers in an increasingly complex economic environment; overseeing registry activities, like vehicle, business and land registrations; and cutting red tape by one-third to reduce costs, speed up approvals and make life easier for hard-working Albertans and businesses. "Service Alberta and Red Tape Reduction" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Assisted Living and Social Services	The Ministry of Assisted Living and Social Services works to ensure that Albertans have access to the supports and services they need to live and age well in their homes, communities and the settings that best meet their needs. It is the ministry responsible for seniors and housing. Assisted Living and Social Services (ALSS) helps provide

		stability and security for vulnerable Albertans, including seniors, people with disabilities, low-income individuals and those facing homelessness, while also providing opportunities to foster independence and quality of life. "Assisted Living and Social Services" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Justice	Promoting safe communities by prosecuting serious and violent crime cases. Improving access to justice by: sharing information to help resolve legal issues; and providing legal representation for those in need. Providing legal and strategic services to government by: representing ministries in matters before the courts and tribunals; and drafting public government bills, regulations and orders-in-council. "Justice" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Transportation and Economic Corridors	The department promotes a vital and diverse economy by: managing transportation safety; supporting municipalities with public transportation and water/wastewater facilities; expanding and enhancing a well-integrated transportation system and enabling market access; and preserving and developing the provincial highway network and water management infrastructure. "Transportation and Economic Corridors" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Infrastructure	Alberta Infrastructure is responsible for delivering about one quarter of the Alberta government's Capital Plan which is working to address the provincial infrastructure needs of Alberta's population, and supporting key social programs and services, and economic development. The Ministry designs, builds, manages and maintains government-owned and operated facilities, and collaborates with other ministries to ensure that school and hospital infrastructure meet the needs of Alberta's population. "Infrastructure" Government of Alberta, Link. Accessed: 16 December 2025.
[OPEN]	Agriculture and Irrigation	The Ministry of Agriculture and Irrigation is responsible for: policies, legislation, regulations and services necessary for Alberta's agriculture and food sectors to grow, prosper and diversify; inspiring public confidence in

		the quality and safety of food; and supporting environmentally sustainable resource management practices. "Agriculture and Irrigation" Government of Alberta, Link. Accessed: 16 December 2025.
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APPENDIX B: TABLES OF REGIONS & EDAs

Map of Electoral Districts Within Alberta

Name	Number	Map
Alberta Overview (pdf file)	N/A	Map
GIS Boundary Data (ED Shapefiles)	N/A	File
GIS Boundary Data (VA Shapefiles)	N/A	File

Edmonton Region

EDA	Name	Number	Map
N/A	Edmonton Overview	N/A	ED Map
Vacant	Edmonton-Beverly-Clareview	27	ED Map
Vacant	Edmonton-Castle Downs	28	ED Map
Vacant	Edmonton-City Centre	29	ED Map
Vacant	Edmonton-Decore	30	ED Map
Vacant	Edmonton-Ellerslie	31	ED Map
Vacant	Edmonton-Glenora	32	ED Map
Vacant	Edmonton-Gold Bar	33	ED Map
Vacant	Edmonton-Highlands-Norwood	34	ED Map
Vacant	Edmonton-Manning	35	ED Map Link
Vacant	Edmonton-McClung	36	ED Map
Vacant	Edmonton-Meadows	37	ED Map
Vacant	Edmonton-Mill Woods	38	ED Map
Vacant	Edmonton-North West	39	ED Map
Vacant	Edmonton-Riverview	40	ED Map
Vacant	Edmonton-Rutherford	41	ED Map

Vacant	Edmonton-South	42	ED Map
Vacant	Edmonton-South West	43	ED Map
Vacant	Edmonton-Strathcona	44	ED Map
Vacant	Edmonton-West Henday	45	ED Map
Vacant	Edmonton-Whitemud	46	ED Map

Calgary Region

EDA	Name	Number	Map
N/A	Calgary Overview	N/A	ED Map
Vacant	Calgary-Acadia	01	ED Map
Vacant	Calgary-Beddington	02	ED Map
Vacant	Calgary-Bow	03	ED Map
Vacant	Calgary-Buffalo	04	ED Map
Vacant	Calgary-Cross	05	ED Map
Vacant	Calgary-Currie	06	ED Map
Vacant	Calgary-East	07	ED Map
Vacant	Calgary-Edgemont	08	ED Map
Vacant	Calgary-Elbow	09	ED Map
Vacant	Calgary-Falconridge	10	ED Map
Vacant	Calgary-Fish Creek	11	ED Map
Vacant	Calgary-Foothills	12	ED Map
Vacant	Calgary-Glenmore	13	ED Map
Vacant	Calgary-Hays	14	ED Map
Vacant	Calgary-Klein	15	ED Map
Vacant	Calgary-Lougheed	16	ED Map
Vacant	Calgary-Bhullar-McCall	17	ED Map Link
Vacant	Calgary-Mountain View	18	ED Map

Vacant	Calgary-North	19	ED Map
Vacant	Calgary-North East	20	ED Map
Vacant	Calgary-North West	21	ED Map
Vacant	Calgary-Peigan	22	ED Map
Vacant	Calgary-Shaw	23	ED Map
Vacant	Calgary-South East	24	ED Map
Vacant	Calgary-Varsity	25	ED Map
Vacant	Calgary-West	26	ED Map

Northern Alberta Region

EDA	Name	Number	Map
N/A	Fort McMurray	N/A	ED Map
N/A	Grande Prairie	N/A	ED Map
N/A	Sherwood Park	N/A	ED Map
N/A	St. Albert	N/A	ED Map
Vacant	Athabasca-Barrhead-Westlock	49	ED Map
Vacant	Bonnyville-Cold Lake-St Paul	51	ED Map City of Cold Lake Town of Bonnyville
Vacant	Drayton Valley-Devon	58	ED Map Town of Devon Town of Drayton Valley
Vacant	Fort McMurray-Lac La Biche	60	ED Map Urban Service Area of Fort McMurray

			Urban Service Area of Lac La Biche
Vacant	Fort McMurray-Wood Buffalo	61	ED Map Urban Service Area of Fort McMurray
Vacant	Fort Saskatchewan-Vegreville	62	ED Map City of Fort Saskatchewan
Vacant	Grande Prairie	63	ED Map
Vacant	Grande Prairie-Wapiti	64	ED Map City of Grande Prairie
Vacant	Lac Ste Anne-Parkland	67	ED Map
Vacant	Leduc-Beaumont	69	ED Map City of Leduc Town of Beaumont
Vacant	Lesser Slave Lake	70	ED Map Town of Slave Lake
Vacant	Sherwood Park	81	ED Map
Vacant	Spruce Grove-Stony Plain	82	ED Map
Vacant	St Albert	83	ED Map
Vacant	Strathcona-Sherwood Park	84	ED Map Urban Service Area of Sherwood Park
Vacant	Vermilion-Lloydminster-Wainwright	86	ED Map City of Lloydminster

			Town of Wainwright
Vacant	West Yellowhead	87	ED Map Town of Edson Town of Hinton Town of Whitecourt

Southern Alberta Region

EDA	Name	Number	Map
N/A	Airdrie	N/A	Link
N/A	Lethbridge	N/A	Link
N/A	Medicine Hat	N/A	Link
N/A	Red Deer	N/A	Link
Vacant	Airdrie-Cochrane	47	ED Map City of Airdrie Locality of Bearspaw Town of Cochrane
Vacant	Airdrie-East	48	ED Map City of Airdrie
Vacant	Banff-Kananaskis	50	ED Map Locality of Springbank Town of Canmore
Vacant	Brooks-Medicine Hat	52	ED Map City of Brooks

			City of Medicine Hat
Vacant	Camrose	53	ED Map City of Camrose
Vacant	Cardston-Siksika	54	ED Map
Vacant	Central Peace-Notley	55	ED Map
Vacant	Chestermere-Strathmore	56	ED Map City of Chestermere Town of Strathmore
Vacant	Cypress-Medicine Hat	57	ED Map City of Medicine Hat
Vacant	Drumheller-Stettler	59	ED Map Town of Drumheller
Vacant	Highwood	65	ED Map Town of Okotoks
Vacant	Innisfail-Sylvan Lake	66	ED Map Town of Innisfail Town of Sylvan Lake
Vacant	Lacombe-Ponoka	68	ED Map City of Lacombe Town of Blackfalds Town of Ponoka
Vacant	Lethbridge-East	71	ED Map

Vacant	Lethbridge-West	72	ED Map
Vacant	Livingstone-Macleod	73	ED Map Special Municipality of Crowsnest Pass Town of High River
Vacant	Maskwacis-Wetaskiwin	74	ED Map City of Wetaskiwin
Vacant	Morinville-St Albert	75	ED Map City of St Albert Town of Morinville
Vacant	Olds-Didsbury-Three Hills	76	ED Map Town of Olds
Vacant	Peace River	77	ED Map Town of Peace River
Vacant	Red Deer-North	78	ED Map
Vacant	Red Deer-South	79	ED Map
Vacant	Rimbey-Rocky Mountain House-Sundre	80	ED Maps Town of Rocky Mountain House
Vacant	Taber-Warner	85	ED Maps Town of Coaldale Town of Taber