2023

Advisor Information Package

ALBERTA PULSE GROWERS

8/1/2023

Advisor Information Package

Welcome and thanks for your interest in becoming involved with the Alberta Pulse Growers Commission (APG). This information package has been assembled for members of the Alberta Pulse Growers Commission who are interested in being elected to an Advisor position with the organization.

APG is one of the 21 boards and commissions in Alberta that represents farmers who grow pulse crops including: field pea, dry bean, lentil, faba bean, chickpea, lupin, and soybean. The organization is governed by farmers who are elected by other farmer members. APG has regulations and bylaws which are overseen by the Government of Alberta under the Marketing of Agricultural Products Act through Marketing Council.

Yearly, there are opportunities to join the organization by becoming elected as an Advisor. This document provides information for consideration of that opportunity. Please read through the document and if there are questions, please contact the Alberta Pulse Growers staff or Directors - https://albertapulse.com/contact/.

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Vision: Pulses on every farm, on every plate.

1.0 Eligibility and Elections

Farmers who have grown pulse crops and sold pulses in the past two years are members of APG. Members can put their names forward for Advisor positions with the organization. Each fall, notice of vacancies in the Zones is given to the membership across various communications channels e.g., Pulse Crop News, website, social media etc. A call for farmers who are interested in joining the organization is issued.

There are typically positions available in each of the five (5) Zones across the province. Up to eight (8) Advisors can be elected or selected in each Zone and they comprise a Zone Advisory Committee. For an election, farmers must fill out a nomination form with contact information and must get a signature from another member of the organization to validate their nomination. Nominations are accepted in advance of the Zone meeting. This allows APG to confirm the eligibility of the farmer to participate in the election.

Elections for Advisors take place during the Zone meeting. Farmers who have an approved nomination form can run in the election. All candidate names will be shared with members at the meeting for a vote. Voting can be by a show of hands or can be by secret ballot upon request.

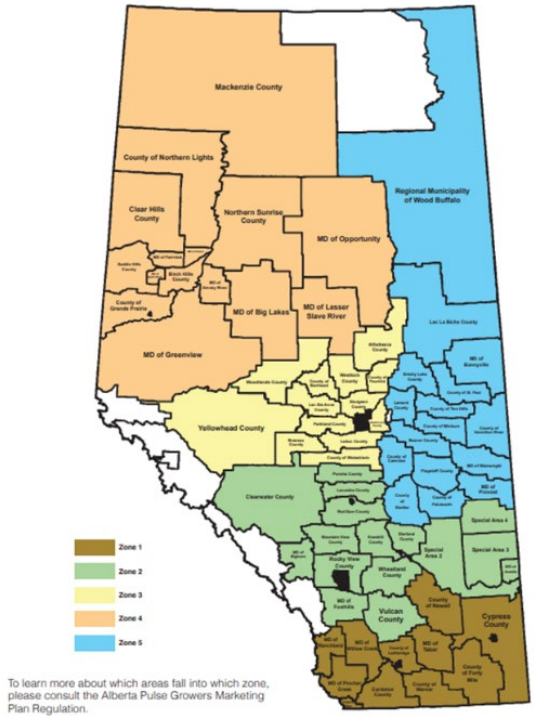
If the number of candidates who have let their names stand equal the number of vacancies at the Zone Advisory Committee, the candidates can be declared elected by acclamation. There is a recognized process in the event of a tie during an election and if there are not enough candidates to fill the vacancies, then the Zone may appoint an eligible farmer to sit as an Advisor. The APG bylaws outline the details for the election.

2.0 Zones

There are 5 Zones across Alberta where eligible members can be elected as a Zone Advisor. There are up to eight Advisor positions elected in each Zone.

Any eligible grower, as listed in the Alberta Pulse Growers Regulations, may become an Advisor in their Zone. Zones are identified by county.

More detailed information on the Zone geography can be found in the Alberta Pulse Growers Bylaws.



To learn more about which areas fall into which zone, please consult the Alberta Pulse Growers Marketing Plan Regulation.

3.0 Responsibilities of the Zone

Elected members of the Zone are the grassroots of the organization. Zone Advisors are engaged by APG Directors regularly and provide information up to the provincial board on issues, opportunities and events happening in their region. This gives the provincial office a complete view and understanding of what is happening across the whole province. The value of this information helps APG make decisions on various topics including research, extension, policy, communications and strategic planning in the organization.

Among the Zone Advisors, the committee elects a Chair and Vice Chair. These two members support the coordination of decision making within the Zone. The Chair calls Zone meetings to discuss various issues, including development of the budget and other activities that the Zone wants to pursue during the year.

The Chair of the Zone participates at the Zone Regional meeting chairing the meeting and providing a Zone report to the meeting participants. The Vice Chair supports the Chair and will step in when the Chair is not available.

Zone Advisors must also elect two individuals from the eight, who represent their region as Directors at the provincial board.

4.0 Opportunities and Engagement

Zone Advisors have opportunities like:

- Having a say and participating in the recommendation process for projects at the Research and Marketing Committee meetings for the Provincial Board.

- Learning and networking are key objectives of a yearly meeting hosted by APG. Advisors are invited to a special two-day meeting that focuses upon important and timely pulse related topics with advocacy, research, markets, and education.

- All expenses paid access to a major conference held by the Alberta crop commissions.

- Bi-monthly information via email that provides important news on market access and developments, research, organization updates and activities.

- Providing feedback to the provincial office to help direct the strategic plan for the organization.

- An opportunity to be asked for input to support Alberta Pulse Growers messages for various external consultations.

- Coverage for expenses for participation in committees and any recognized APG activity.

5.0 Applicable Policies

APG has a number of policies that cover the Directors and the Advisors as part of the organization. Examples include:

- Code of Conduct
- Confidentiality
- Expense Policy
- Social Media Policy

6.0 Questions?

Contact Alberta Pulse Growers at https://albertapulse.com/contact/ to ask your questions about becoming an Advisor – we'd like to have you join us!