

International Association for Counselling (IAC)

IAC Executive Council Role Description: Member-at-large

Title	EXECUTIVE COUNCIL (EC): Member-at-large
IAC Organisation Overview:	<p>The IAC Vision is “A world where counselling is available to all”.</p> <p>IAC is an international non-governmental association with charitable status. IAC advances the development of counselling, in order to improve people’s lives and well-being. We connect counsellors worldwide so that they can share information and participate in international Practice, Education, Advocacy, Policy and Research counselling projects</p>
Responsible to:	The President, Executive Council (EC) and Annual General Meeting
Term	Three Years
Purpose of role:	<ul style="list-style-type: none"> • To further the IAC strategic aims • Members-at-large will have various responsibilities and projects – short or long-term – during their elected term • To take part in sub committees to focus in detail on a particular issue or function for the Executive Council
Description of tasks:	<ul style="list-style-type: none"> • Participate in IAC sub-committees to focus in detail on a particular issue or function for the Executive Council • To attend, and assist at, the Annual Conferences and General Meetings where possible. • Encourage membership through promotion of IAC at counselling events and through counselling contacts and networks. • To attend meetings of the Executive Council (approximately 6 per year). • To report on developments in their areas of responsibility.
Time Commitment:	<ul style="list-style-type: none"> • Reading /Preparation time of 1.5 hours for six online Executive Council meetings -- lasting approximately two (2) hours each. • Approximately 1.5 hours per week allocated to described tasks (above), e.g. sub-committee work. • Attend the annual conference (including all meetings, this takes up approximately one week), where viable. • Flexibility around time is needed to respond to the needs

	<p>of the organization.</p> <p><i>*With the exception of a face-to-face meeting at the Annual Conference, all meetings are conducted virtually.</i></p>
Eligibility Criteria	<ul style="list-style-type: none"> • Be a member in good standing of IAC for a minimum of one (1) year immediately prior to nomination. • Have previous experience of organisational leadership. • Have had no ethical violations for the past three (3) consecutive years immediately prior to nomination
Skills and Qualifications:	<ul style="list-style-type: none"> • Good leadership skills and initiative • Understanding of and commitment to the organisation's mission & values. • Good communication and interpersonal skills.
Training and Support:	New members of the Council will be offered an on-line Induction and pairing with an experienced Council member for Skype meetings
Benefits to the Member-at-large:	To contribute to the leadership of an international association