

Director-at-Large, Service Collaborative

The Director of the Service Collaborative serves as the visioning entity on matters of IDEC service and works with the Service Collaborative Coordinators and the Service Collaborative to direct those visions.

The Director-At-Large for Service also liaises on behalf of the IDEC Board with the Network Chairs and the Awards Chair on all matters related to service.

Election & Term of Service

Election: Elected by the membership; occurring in even numbered years

Term: 2 years (May serve for two consecutive terms for a total of 4 years)

Responsibilities begin May 1 of the appropriate year and run until April 30. New officers attend the Board meeting held in conjunction with the annual conference prior to beginning their term of office for transition and orientation.

Time Commitment: 2-5 hours per week

Responsibilities and Duties

- Serves on the Board of Directors and carries out Board responsibilities.
- Grassroots/collaborative groups submit proposals to the Board through Director of the Service Collaborative
- Director of the Service Collaborative attends collaborative meetings whenever possible
- Director of the Service Collaborative is generally knowledgeable about the activities and proposals of groups in his/her area of responsibility for IDEC Board reference
- Director represents the Service Collaborative during IDEC Board visioning

Programs, Events, & Committees

- Service Collaborative Coordinator
- Network Chairs
- Awards Chair and Co-Chair
- Student Video Competition
- Annual Service Charrette

Timeline

- **Monthly** conference call with Board of Directors
- **Monthly** conference call with Service Collaborative officers
- **June** – Proposals with yearly operating budget requests due from committees, service collaborative coordinators, including any strategic initiatives – for review by IDEC Board at July Meeting
- **July** – BOD Retreat; decisions made on Strategic Initiative Funding
- **September** – Call for Interim reports from all work groups
- **October (mid/late)** – Committees, Collaborative Coordinators and any other leadership entities submit interim reports to IDEC headquarters for review by BOD on November call

- **February (mid/late)** – Boards, Committees, Collaborative Coordinators, and any other leadership entities submit annual reports to IDEC Headquarters for review at March BOD meeting
- **March** – New goals and/or initiative proposals due
- **March** – Annual Conference; BOD Meeting; Strategic Planning
- **March** – Release Strategic Plan to BOD, Boards, Committees, Collaborative Coordinators, and any other leadership entities