

Director of Strategic Initiatives

The Director of Strategic Initiatives serves as the visioning entity on emerging themes of depth and importance to the IDEC membership that span across collaboratives and regions. These themes typically arise in a grassroots manner through knowledge networks, task forces, and standing committees to become robust initiatives that require both active membership and visionary leadership at the board level. These themes also tend to cross teaching, scholarship and service and therefore are not well served being under a single collaborative. Sustainability and Inclusion, Diversity, Equity, and Belonging (IDEB) are two key initiatives that would find a home under this director. This position is broad enough to include future emerging topic areas, allowing IDEC to support our membership as societal conversations continually evolve. The committees working with and reporting to this director will advise the board on related governing documents and policies. They will additionally serve interior design educators by creating supportive networks for integrating themes into scholarship, teaching, service, and general professional development opportunities. This new collaborative will support IDEC in establishing an organizational infrastructure, culture, and capacity among its leadership, members, and the profession at large to deliver programmatic activities and training to integrate best practices into our work as interior design educators.

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 four years). The official term begins May 1 of the year following elections.

Time Commitment: Two hours per week. Time commitment may be more demanding when major initiatives are occurring and/or at regional/annual conferences when events may be taking place. Time commitment is also higher ahead of board retreats (approximately 8-10 hours per week).

Responsibilities and Duties

- Serves on the Board of Directors and carries out Board responsibilities
- Related standing committees, grassroots, and/or collaborative groups submit proposals to the Board through the Director of Strategic Initiatives
- Director of Strategic Initiatives attends collaborative meetings whenever possible
- Director of Strategic Initiatives is generally knowledgeable about the activities and proposals of groups in their area of responsibility for IDEC Board reference
- Director of Strategic Initiatives networks with collaborative directors on initiatives that overlap with efforts within Teaching, Research, and Service Collaboratives
- Director of Strategic Initiatives represents their collaborative's sub-groups working during IDEC Board visioning

Programs, Events, & Committees

The inaugural Director of Strategic Initiatives will work with the Board and standing committee coordinators and members to define the programs, events, and committees that will be revised or created as a result of the collaborative process.

Timeline

The inaugural Director of Strategic Initiatives will work with the standing committee coordinators and members to define the annual timeline of events for the group. The dates below are the responsibilities currently known; additional initiatives will be added to this timeline prior to the **May 1, 2024** official start date for this position.

- **Monthly** conference call with Board of Directors (BOD)
- **Monthly** conference call with Standing Committee leaders
- **May** – Director of Strategic Initiatives works with IDEC headquarters and/or the board to establish a calendar for the year
- **June** -- Proposals with yearly operating budget requests due from committees and coordinator, 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; begin planning for any initiatives that will occur at the annual conference the following Spring
- **October** – Directors, Chairs, Committees and any other leadership entities submit interim reports to IDEC headquarters for review by BOD on November call
- **December – March** – Planning for any initiatives that will occur at the annual conference
- **February (mid/late)** – Boards, Committees, Collaborative Coordinators, and any other leadership entities submit annual reports to IDEC Headquarters for review at March BOD meeting
- **Within One Month of Conference** – RFP for strategic initiatives
- **March** – Annual Conference
 - New goals and/or initiative proposals due
 - BOD Meeting
- **March** – Release Strategic Plan to BOD, Boards, Committees, Collaborative Coordinators, and any other leadership entities