

Emerging Educator Professional Development Chair(s)

This role is dedicated to supporting the professional development initiatives for IDEC members with a focus on emerging educators, including graduate students, professionals transitioning to education, and undergraduate students considering a future career in education.

Appointments & Terms of Service

- **Appointment:** Appointed by the IDEC Board
- **Term:** 2-year term. Responsibilities begin May 1 of the appropriate year and run until April 30. May be reappointed for 2 consecutive terms.
- **Time Commitment:** 1 hour per week, as needed to facilitate communication between members, leaders, and the Collaborative leadership; 2-3 hours per week in the months leading up to the annual conference

Responsibilities and Duties

- Maintain regular communication with the IDEC Director-at-Large of the Service Collaborative and the Service Collaborative Coordinator through monthly collaborative meetings
- Coordinate IDEC 101 informational sessions at least once annually
- Coordinate emerging professional events for the annual conference that can include but are not limited to:
 - CV Review
 - Networking Events
 - Informational Presentations or Panels
- Liaise with IDEC staff to promote events and opportunities
- Attend the in-person IDEC annual conference each year of service in this role
- Provide ongoing visioning for programmatic offerings that support professionals within the IDEC network at in-person conferences and in the months between

Timeline

- **Monthly** meetings with the Service Collaborative
- **Fall** – Begin planning for annual conference events
- **January – March** – Planning and execution of annual conference events
- **April** – Debrief conference events with the Service Collaborative team
- *Determine the best time of year for the annual IDEC 101 virtual offering, which has historically been offered the month or two before the annual conference*