Culture, Climate & Belonging Committee Chair

Summary

This position leads the Culture, Climate & Belonging Committee, which is dedicated to fostering a professional environment where all members feel valued, engaged, and supported. The Chair oversees initiatives that assess and enhance organizational culture, promote inclusive practices, and ensure the climate reflects mutual respect and shared success.

Responsibilities:

1. Chair the Culture, Climate & Belonging Committee, including presiding over regular meetings.
2. Finalize and promote the Non-Discrimination/Non-Harassment Policy and Accessibility Policy.
3. Design, implement, oversee and review procedures for reporting community concerns.
4. Oversee the administration and analysis of periodic climate surveys.
5. Promote anti-harassment, respect, and inclusivity among volunteers.
6. Collaborate with the Professional Development Series Committee to offer at least one annual program per year.
7. Host Special Interest Group (SIG) session(s) at the annual NEAIR conference.
8. Research and promote inclusive practices in IR/IE work, including developing a grant program and encouraging conference presentations.
9. Explore the viability of organizational resource groups to support professional development and inclusion.

Reporting

Reports to the President. A written report summarizing best practices, recommendations, timeline, and checklist is expected for the January conference crossover meeting following the annual conference.

Time Commitment:

This is a three-year position that serves as a representative on the Steering Committee. Attendance at Steering Committee quarterly meetings is generally required. Participation may required on some conference planning calls. Conference attendance is preferred but not mandatory.

Documents Key to Position

- Non-Discrimination/Non-Harassment Policy (in draft)
- Accessibility Policy (in draft)
- Climate Survey Results
- Past SIG Session Materials
- Grant Program Guidelines