



Committee-Only ISEEN Board Members

We invite our ISEEN membership to further support the organization as committee-only members of the Board. By inviting committee-only members to serve on various committees, ISEEN is able to benefit from a wider range of experience and expertise and involve more of the ISEEN membership in helping to shape the network's strategic initiatives. Committees typically meet bi-monthly; meeting preparation, attendance and participation is expected.

Committee-only members are chosen through a nomination and selection process facilitated by the ISEEN Board's Executive Committee. They typically serve for one term, with the potential to serve longer if invited. Committee-only members may serve on the following committees: Finance; Program; Membership; and Diversity/Equity/Inclusion. Committee-only members are integral to the work of the committees they serve, but they do not attend full Board meetings and do not vote on Board matters.

If you are interested in serving ISEEN through a committee, please complete this application and submit it with **a copy of your resume and or LinkedIn profile** to Shoshanna Sumka, Executive Director of ISEEN. Please use additional sheets as needed to complete your responses to the application questions.

[COMMITTEE-ONLY MEMBER APPLICATION](#)

Decisions regarding Board committee-only membership are made by the Executive Committee of the Board in consultation with the executive director and the chair of the Board. These decisions are based upon the charge to and current needs of the committee and the alignment of candidate interests and skills with committee tasks. Committee-only appointments are usually made in the spring prior to the year of service. While appointments to Board committees and task forces are for one year, appointments may be renewed. Please review the attached list of committees that are considering new members and note the expectations for committee members.

Committee Descriptions

Membership Committee: The ISEEN Membership Committee will keep people active and engaged in ISEEN. The Board will redefine membership benefits and recruit volunteers for specific roles to increase and manage member engagement. The Membership Committee shall, with assistance from the Board Chair, run the annual Membership Meeting.

Finance Committee: The Finance Committee Chair shall be the Treasurer. Other members of the committee shall be one other Board Member and one or two Full ISEEN members who are not also Board Members. This committee shall prepare the Association's annual budget and be responsible for an annual audit of the Association's accounts. This committee is also responsible for creating a business plan and overseeing its success, including developing strategic partnerships and raising funds as necessary.

Program Committee: The Program Committee shall support the staff in creating and managing programming such as the Winter Institute, Summer Institute, Global Institute, Regional Expeditions, and new programs as they arise. This committee is made up of two Board Members and two or more voting members of the Association.

Diversity, Equity and Inclusion Committee: The Diversity, Equity and Inclusion Committee works to support our commitment to social justice and creating inclusive communities in our organization, our schools and the wider world.

Committee-only members will be:

- Committed to ISEEN's mission and to assisting the organization in serving its entire membership
- Interested in getting involved in ISEEN beyond their attendance at institutes & events
- Willing to commit to regular committee meetings conducted via videoconference and to independent work between meetings
- Able to work collaboratively with other committee members to deliver on the committee's goals and to honor confidentiality
- From member schools or ESP's current in their membership dues

Nomination & Selection Process:

- Individual interest & nominations will be solicited from the ISEEN membership via our quarterly newsletter *Field Notes*. Nominations can also be made directly by ISEEN board members.
- Working closely with the Executive Director, the Board Chair and Committee Chairs will assess their current needs & initiatives and develop a slate of potential committee-only candidates.
- The Board Chair and/or the Committee Chair will then reach out to candidates and invite participation as a committee-only member of the board.
- Committee service does not sequentially lead to board membership, but it does offer our members a better understanding of and opportunity to support directly our strategic

vision for ISEEN. Committee service also allows board members to see individuals in action and better assess their potential for future ISEEN board service