



* POSITION DESCRIPTION *

Title: Sector Representatives-Academic, Private & Public

Term & Related: One Year (Elected by sector members at Convention)

Answers To: IPA's Board of Directors

**Bylaw References
To Position:**

IPA members may choose to belong to the Academic, Public or Private Sectors. When any of those sectors number ten (10) or more members, that sector is entitled to representation on the Board of Directors. The Board representative will be elected by the sector members at the Annual Meeting and will take his/her Board seat at the next regular Board meeting.

Sector Representatives are voting members of IPA's Board of Directors "if" their sector has at least 10 members.

General Duties:

The Sector Representatives also perform the following duties:

- Regularly attends conference call meetings of the Board and one live Board meeting at the Annual Convention.
- Provides regular reports via the members' listserv on issues important to members of the sector. Information from related APA Division listservs may be useful in this endeavor.
- Leads sector meetings at IPA's Annual Convention and helps conduct election of new Sector Representative. If unable to attend, makes arrangements for another sector member to lead the meeting and conduct the election.
- Assists the Advocacy Committee when issues involve that sector's area of practice.
- Actively assists in membership recruitment.

Specific Duties:

Academic

- Actively communicates with academicians to promote an understanding of the purposes and objectives of the association and to foster cooperative efforts toward the attainment of common goals.
- Works closely with Student Sector Representative to identify ways to promote student involvement in IPA.
- If possible, provides Executive Director with updated list of statewide academicians and their contact information.
- Works with President Elect, Student Sector Representative and Executive Director to coordinate Student Presentations and Poster Session at Annual Convention.

Private

- For the purpose of providing a mechanism for effective communication, serves as a liaison to Idaho's Board of Psychologist Examiners (BOP) and IPA's Board.
- Provides information to the BOP regarding IPA issues and activities that are relevant to the BOP.
- Attends BOP semi-monthly meetings and reports back to IPA Board with relevant information. If unable to attend, makes arrangements for another IPA officer to attend.
- When appropriate places notices on IPA's listserv and/or website regarding BOP issues (e.g. renewal notices, meeting dates, rule changes, etc.).

Public

- Provides Executive Director with updated list of statewide public sector psychologists and contact information.

All officers, delegates or representatives of the Association agree to abide by the Approved Guidelines Regarding Representing IPA (posted on the Leadership page of the website) when agreeing to serve in the position.

Updated: 04/16/17