**2022 IACP Committee and Task Force Charges**

**Access to Collaboration Committee: Brian Galbraith and Liza Thayer, Co-Chairs**

The IACP is committed to promoting and assisting in the development of programs that make Collaborative Practice available to those families with modest means. Our committee will take the following steps to achieve this goal:

1. Collecting information from IACP members about existing pro bono, low cost, modest means and streamlined programs.
2. Sharing information about existing programs and initiatives that are intended to increase access to the Collaborative Practice model with IACP members through the website, social media, the Collaborative Connection, the Collaborative Review, the Speakers Bureau, the annual Forum and other platforms.
3. Creating a community of professionals who are initiating, or operating programs or initiatives intended to increase access to the Collaborative Practice model. The purpose of the community is to provide the opportunity for members to learn and support each other in this work.
4. Encouraging and supporting IACP members to establish new programs intended to increase access to the Collaborative Practice model by creating a community of like-minded professionals and sharing information about best practices. This includes proposing a new Grant for Access programs to the IACP Board of Directors.

Expectations:

* 1. Monthly meetings of one hour via Zoom.
	2. Some committee members may participate in a webinar and/or a workshop at the next Forum.
	3. Occasional voluntary tasks between meetings such as reaching out to practice groups to determine if they have an access program. This is minor.

**Equity and Inclusion Committee: Julia McAninch and Rajan Chettiar, Co-chairs**

Collaborative Practice clients and professionals mostly look alike. They are white, heterosexual, middle or upper class, self-employed, middle-aged and have some post-secondary education.

Why is Collaborative Practice only attracting such a narrow group of professionals and clients? What impediments need to be overcome so that our clients and professionals are more representative of the diversity of the world? What can the IACP do to increase the diversity of our professional community and our client base?

The IACP is committed to achieving equity and inclusion.

The task of our committee is to evaluate where we stand, identify areas needing strengthening, and propose and implement actions that will bring about meaningful change.

Our committee will be advising the IACP board, executive director, forum planners, and other committees about concrete steps they can take to foster equity and inclusion throughout our organization. We will provide information and take initiative in the greater collaborative community to foster diversity among our professionals and our clientele.

Our committee will be setting the direction for future years and has a strategic plan they are working from for the next several years. We invite you to get involved so that you can make the greatest impact going forward.

We will continue our commitment to have a committee that is diverse in terms of race, age, sexual orientation, gender, class background, ability, language, geography, and professions.

**Expectations:**

The committee meets the second Monday of each month, 5 – 6:30 a.m. PDT in order to accommodate our global committee. The committee work is ongoing, so the committee meets every month, December through November.

Subcommittee work is a critical component of the overall committee work. Committee members will be asked to participate in work between meetings, including reviewing and providing comments on materials from within IACP.

**Forum Workshop Proposal Review Committee**

The Forum Workshop Proposal Review Committee will review workshop proposals for the 2022 Forum and provide critical input on workshop selection. We need a large and diverse committee, and members will have a significant impact on the Forum program! There are no meetings, and this committee’s work will take place over a few weeks in February-April via email and electronic surveys.

**Forum Local Host Committee: Adam B. Cordover & Yueh-Mei Kim Nutter, Co-chairs**

The next Forum is in Orlando, Florida. We need people local to Florida and also encourage people from the Southeastern United States and beyond who are interested in supporting the Forum and having fun in the process.  Members from any location are welcome to join in the CEU/CLE subcommittee.

Hopes: Showcase Florida as a center of Collaborative Practice; Invite Southeastern States to Spotlight their Collaborative Communities; Consider an Introductory Training Connected to the Forum to Help Create More Local and International Collaborative Practitioners

We will establish four subcommittees:

1. **Outreach** – This subcommittee will work with IACP staff to promote the Forum locally, regionally, nationally and internationally. The primary focus will be on promoting it and creating buy-in locally and regionally.
2. **Sponsorships** – This subcommittee will work with IACP staff and the IACP Fundraising committee to raise sponsorships locally, nationally and internationally in support of the Forum.
3. **Local Experts** – This subcommittee will assist in the following tasks, assuming that the Forum will be in person:
	1. Hosting the Dine Around including a list of local restaurants;
	2. Providing information about local activities for Forum attendees and families to participate in during Forum;
	3. Find ways to Promote Collaborative Practice statewide and regionally (could include government proclamations, media attention, etc.);
	4. Find local/statewide/regional vendors to make contributions for thank-you bag/goodie bag.
4. **CLE/CEU’s** -   This subcommittee will work to attain credits locally and will seek out other individuals to assist doing so in their communities. (Open to members from any location)

**Obligation**:

1. The committee will meet monthly commencing in January.
2. Each member will serve on at least one subcommittee.
3. Each member will have individual responsibilities between meetings to make progress for their subcommittee.
4. Reach out to potential sponsors for the Forum/IACP.

**Fundraising Committee: Bob Merlin, Kevin Scudder & Brian Galbraith, Co-Chairs**

The Fundraising Committee provides crucial support for IACP’s mission by raising funds to fill the gap between the cost of running the organization and the revenue coming from membership dues and Forum registration, enabling us to expand our offerings, and spread Collaborative Practice to new communities. Our goal is to build on the foundational work and successes of this Committee’s previous year, taking what we learned from that work to ever improve this year in increasing both the number of donors and the total dollar amount of donations made to IACP.

This year the Fundraising Committee will be continuing its implementation of the 2021 rollout of IACP’s Planned Giving program, designed to provide sustained funding for IACP’s operating budget for years to come.

Committee Members will be expected to help with the following tasks:

1. Regular participation in one-hour monthly Committee Meetings via Zoom;
2. Members will be asked to choose one area of this Committee’s subcommittees in which to “specialize”. Whichever area you choose to focus your energy, you will be expected to be timely in the completion of your tasks and clear in your communications to the Co-Chairs and Committee members;
3. Directly solicit prospective donors for Sustaining Link, Leadership Link, Count-Me-In, and endowed and Planned Giving donations;
4. Help with the review and adjustments of our existing fundraising structure to achieve our objectives;
5. Explore and recommend other methods of fundraising for IACP in addition to the annual giving, i.e., Leadership Links, Sustaining Links, and Count-Me-In Campaigns;
6. Engage and relationship-build with Collaborative Professionals (individually and through Practice Groups), including current and former Leadership Links, Sustaining Links, and Count-Me-In donors;
7. Nurture the success of the Sustaining Links program and invite more committed Collaborative professionals to take part in this program on a sustained basis, making them aware of additional benefits (i.e. quarterly Zoom video trainings) as an incentive to be part of this program;
8. Continue development, fostering and nurturing of a cultural community of generous donors and financial support to mainstream the concept of financial donations;
9. Reevaluate and review how we use resources (i.e. Board members, Committee members, etc.) to assist with fundraising and open new fundraising avenues;
10. Explore new fundraising opportunities to help achieve our goals and undertake a direct study of fundraising ideas, efforts and campaigns;
11. Continue development of potential sponsors for the Forum and partnerships with IACP;
12. Start an education campaign geared to those outside the US to help shift the fundraising paradigm in their countries while being culturally sensitive;
13. Participate in other activities identified by the Committee;
14. Sign up for times at the Count-Me-In at the Orlando, 2022 Forum; and,
15. Have fun being on one of IACP’s most important Committees.

**Membership and Outreach Committee: Melissa Sulkowski and Cheryl Panther, Co-chairs**

Membership and Outreach is one of the IACP’s most important and essential committees. Our mission is to spread the word globally on Collaborative Practice. In doing so, our hope is to build respect and appreciation for the leading role of the IACP, drive membership, and provide critical resources for our continued work. A core component of that effort is our constant focus on maintaining and creating value for IACP members.

This is a committed, thoughtful, hard-working committee focused on these goals:

1. Committee members will promote IACP and Collaborative Practice in their own geographic and professional communities.
2. Outreach by committee members to lapsing IACP members. This task is divided among committee members, with email templates provided, to ensure that the task is manageable and not burdensome for anyone.
3. Host an annual IACP Forum welcome event.
4. Hold a Zoom gathering in 3 times per year for new IACP members to answer questions and energize new members in their collaborative practice.
5. Work with IACP Staff to update and communicate IACP Membership Benefits and adapt Membership Benefits communications as appropriate for various regions of the globe.
6. Continued education on available resources for current IACP members.
7. Identification of barriers for practice groups not requiring IACP membership of their members. Develop and implement a short-term campaign to raise awareness of and encourage practice groups to become whole group members.
8. In addition, a develop a plan for outreach to professionals who have received Collaborative Training, belong to practice groups, and have not yet joined IACP.
9. Discuss a plan for inclusion of IACP membership materials, for ease of joining, to participants of any Introductory Collaborative Practice training. This will require outreach to trainers to facilitate this effort.
10. When final approval is received from the Executive Director and IACP Board and appropriate branding is added as designated by IACP Staff, assist in the rollout of the Collaborative Practice Power Point presentation, to be available free of charge to all IACP members.

Committee members will be expected to:

* Participate in monthly committee meetings via Zoom.
* Participate in timely outreach to lapsing IACP members.
* Participate in other activities identified by the committee.

**Practice Group Development Committee: Selina Trigg and Rajan Chettiar, Co-Chairs**

You cannot Collaborate alone and Practice Groups serve as the backbone of the Collaborative movement.

Practice Groups connect, educate, and provide resources to their members. The health of Practice Groups is of utmost importance to the mission of the IACP.

The mission of this Committee is to sustain and enhance the health of Practice Groups, and identify and support those that may be ailing.

The Practice Group Development Committee will support Practice Group development and growth by:

1. engaging and building relationships with Practice Groups around the world to learn how IACP may best support them and their members, including connecting with IACP’s regional taskforces to gain greater insight into the challenges and needs of their local Practice Groups;
2. assisting Practice Groups to grow and overcome developmental challenges through the provision of resources and mentoring support, including implementation of the “Friends Panel” project;
3. examining the results of the 2021 Practice Group survey to identify topical issues and best practices that support successful Practice Groups. It is envisaged this information will inform future Committee activities and be disseminated through the IACP Community;
4. providing regular networking and education opportunities for Practice Group leaders;
5. increasing awareness of the support, resources and benefits that are available to Practice Groups through IACP; and
6. liaising with other IACP Committees, such as Membership & Outreach, Equity & Inclusion and Standards & Ethics, to identify mutual areas of interest and initiatives that support Practice Groups.

**Committee Expectations:**

Members of this Committee are expected to:

* attend monthly Committee Zoom meetings;
* participate in Practice Group Leader Meetings (usually quarterly);
* reach out to, and build relationships with, Practice Groups to identify how this Committee and IACP may be of service to them;
* initiate and participate in discussions on Slack with Committee and Practice Group leaders;
* develop tips for the Collaborative Connection and blogs or articles; and
* actively participate in other activities identified by the Committee.

**Standards and Ethics Committee: Melissa Sulkowski and Adam Cordover, Co-chairs**

*Policy for Standards Committee: The Board has established the following policy for the Ethics & Standards Committee:*

*The Ethics & Standards Committee is charged each year to:*

1. Make general recommendations to the Board regarding possible revisions of the Standards and propose a process for making any such revisions.
2. Monitor developments impacting the ethics and standards of Collaborative Practice.
3. Review questions raised regarding ethics and standards of Collaborative Practice.
4. Educate the Board about the IACP Practitioner, Training and Ethics Standards.
5. Educate the greater Collaborative Practice community about the IACP Practitioner, Training and Ethics Standards.
6. Undertake such other tasks as directed by the Board, President or Executive Director, or as may be suggested by the committee and approved by the Board.

*In addition, we intend to do the following:*

1. Change the Committee name from **Standards & Ethics** Committee to **Ethics & Standards** Committee to highlight the importance of Ethics in Collaborative Practice.
2. Formally adopt a process and language for the Standards to permit introductory trainings to be conducted by Zoom.
3. Explore the relationship between Collaborative Practice/IACP Standards and Ethics alongside Mediation Standards and Ethics.
4. Invite practice groups from around the world to committee meetings to serve as an accessible resource and learn about practices in other areas. This will allow us to consider and potentially incorporate changes to our Ethics and Standards in an effort to be more inclusive and diverse.
5. Continue to encourage education on Ethics and Standards, as well as serve as an ongoing resource for practice groups and newly trained Collaborative professionals.

Committee members will be expected to:

* Participate in monthly committee meetings via Zoom.
* Participate in other activities identified by the committee: Forum workshop, annual webinar, Speakers Bureau, etc.
* Be familiar with IACP Ethical Standards