

AUCD COUNCIL TRAINEE PROGRAM OVERVIEW

Community Education and Dissemination Council (CEDC)

Council for Leadership and Advisory (COLA)

Council on Research and Evaluation (CORE)

Multicultural Council (MCC)

National Training Directors' Council (NTDC)

Emerging Leaders Community

Fall 2020

Council Trainee Representative Overview

Background

Trainees are enthusiastic and eager for more variability and opportunities to demonstrate leadership within the AUCD network. In an ongoing request, trainees expressed an interest in opportunities for greater involvement with [AUCD Councils](#). Specifically, trainees want involvement during their traineeship, rather than afterward. They view the Councils as a professional means of being engaged with the network and a venue for actively pursuing their areas of interest. In addition to trainees' requests, Council Chairs and leadership have expressed repeated interest in increasing trainee engagement, so the following plan was designed to address the expressed needs and desires of trainees and Council leadership.

Council Trainee Representative Overview:

- Length: This year-long leadership opportunity for current trainees starts in January and concludes after next year's conference. One Council Trainee Representative is selected per Council, a total of five representatives.
- AUCD will pay for annual conference registration for trainees to attend AUCD conference
- The Emerging Leaders Board Representative will facilitate an initial call or webinar in January with all Council Trainee Mentors and Council Trainee Representatives to introduce everyone and ensure there are clear expectations and outcomes of the initiative.
 - To represent the AUCD Emerging Leaders network, the AUCD Board of Directors established a designated position on the Board. The AUCD Emerging Leaders Board Representative also collaborates with the AUCD Emerging Leaders Interns, and the Trainee Liaisons to enhance the trainee community and communicate ongoing activities in partnership with the Board.
- Attend and participate on the [Emerging Leaders Webinars](#) led by the Emerging Leaders Interns
- The Council Trainee representative will have an opportunity for recognition and engagement on the national level at trainee events during the AUCD Conference.

Council Trainee Representative Responsibilities:

1. Meet virtually with other Council Trainee Representatives to share information and strategies twice during the term in April and September (this will be coordinated by the Board Emerging Leader Representative)
2. Present about Council priorities and activities during one Trainee Liaison monthly call
3. Work with the Council Mentor to develop appropriate and relevant trainee leadership opportunities that will have long-term benefits for trainees, and the Council, and AUCD TA activities
4. Manage a sustainable trainee leadership project from beginning to end

5. Promote Council Trainee leadership opportunity to next year's cohort of trainees by contributing to Trainee webinars, Trainee/EL website, and EL Interns' communications
6. Attend all the Council calls and in-person meeting at the AUCD Conference (if appropriate and able)
7. Strongly encourage submit an individual or group proposal for the upcoming AUCD conference
8. **Time commitment: 4-5 hours a month (time commitment may vary leading up to events)**

Benefits of Council Trainee Representative position:

- Gain a deeper understanding of the AUCD network and its funders
- Learn how Councils function and communicate within the network, the national office, and the Board
- Gain project management skills in a national disability organization
- Relationship building and networking with Council members, other Trainee Council Representatives, AUCD staff and the Emerging Leaders Community
- Professional development in providing culturally competent practice
- Recognition at national trainee events

Council Trainee Mentor Overview

Who could the Council Trainee Mentor be?

- Past co-Chair or Vice-Chair

Council Trainee Mentor Responsibilities:

1. Communicate with the Council Trainee Representative elected to the Council executive committee within 3 weeks following the AUCD Conference.
2. Establish clear, shared expectations, and communication protocols for a regular meeting schedule.
3. Share experiences, expertise, and advice on research, education, and other professional concerns related to Council work with Council Trainee Representative
4. Within the first month of the position, provide a formal orientation to the Council Trainee Representative with Council culture and expectations of serving on the executive leadership team
5. Support the Council Trainee Representative to identify an area to further support the Council's work (e.g., Serve on Sub-Committee; Support Social Media; etc.)
6. Support the Council Trainee Representative to prepare and present the culmination of the work completed while serving on the executive committee to the Council Members during the Annual Meeting.
7. Schedule a quarterly call with the Council Trainee Representative to discuss one or more of the following:
 - a. Help the Council Trainee Representative acclimate to formal and informal norms of the Council and association
 - b. Encourage and foster an atmosphere of collaboration and community within and between the Councils
 - c. Guide the Council Trainee Representative in the progression toward completion of the goal, project, workgroup, etc. they selected for the presentation at the annual conference for the Council.
8. Follow up on the Council Trainee Representative's progress
9. Listen to Council Trainee Representative's concerns and questions

Anticipated Outcomes:

- Council Trainee Mentor will guide the Council Trainee Representative to support and further the Council work
- Council Trainee Mentor will have contributed to the development of the Council Trainee Representative within the network
- Councils benefit from additional work and time dedicated to annual initiatives
- Councils will have increased exposure to new ideas, research techniques and topics, and different leadership styles and strategies
- Councils will have increased visibility in the network, specifically throughout the Emerging Leaders Community

