

# Job Description

## Purpose

The Strategic Council advances the architecture profession by informing the National AIA Board of Directors and other Institute bodies about important professional issues and opportunities. Although it's not a governing body of AIA, the Council's work is vital to AIA's ability to serve the profession.

Council members or "Councilors" provide a much-needed link to their constituencies and to AIA members in general, seeking input, and communicating Council actions. In this way, they identify issues that are most relevant to the architecture profession and society. Councilors whose actions support and promote AIA's mission, vision, strategic plan, and policies will advance the overall interests of AIA and its members.

The Strategic Council is tasked with ideation/research/generative thought-based activities. It is an outward-focused, forward-thinking, and member-centric group. In this spirit, the Council focuses on long-term goals and outcomes of AIA's work rather than administrative or programmatic efforts to achieve those goals.

## The Commitment

The Councilor must be an engaged, active AIA member who is able to provide significant volunteer hours throughout the three year term of service. The Strategic Councilor is to be a representative of Hawaii state's members, capable of bringing forward the diversity of perspectives representative of our community.

The Council meets face-to-face at least twice a year, in addition to teleconferences. Council meetings are known as "Assemblies." AIA funds attendance at these Assemblies and events. Councilors are expected to attend Council meetings, quarterly AIA Hawaii State Council meetings, local component meetings, and AIA National events (such as the annual conference) per year.

The Council's structure also includes a variety of standing committees (Steering, Strategic Planning, and Best Practices), to which Councilors are assigned on an annual basis.

## Areas of Study

Council members may participate in areas of study as approved by the National Board and Strategic Council. Areas of study generally meet via hour-long teleconferences once a month, as well as at the Council's scheduled face-to-face meetings. The area of study selects one or more members of the group to serve as a convener/leader, who is responsible for reporting on behalf of the group and coordinating with the moderator and the other areas of study.

### **AIA Board Committees**

Councilors may also be appointed to National AIA Board Committees (Equity and the Future of Architecture, Finance and Audit, Government Advocacy, Knowledge, Public Outreach, or Secretary's Advisory). These committees meet in Washington, DC, in February, and may have another face-to-face meeting as well as monthly teleconferences.

### **Other Opportunities**

Councilors may be asked to serve on task forces to work on a specific and short-term project such as organizing for an event or upcoming meeting or dealing with a timely issue.

### **Local Engagement**

Councilors are expected to attend quarterly Hawaii State Council meetings and are encouraged to attend local chapter component meetings, to engage with membership, solicit input on relevant issues and understand current concerns. In addition, these engagements are opportunities for Councilors to report to members on the activities and progress of the Council.

### **Evolution of a Councilor**

In their first year on the Council, all Councilors are new to the experience, have a lot of energy, and offer a fresh perspective. The Council benefits from their input as they begin to engage in support and leadership of working groups. In the second year of their term, most Councilors have begun to align with targeted interest areas. The AIA Strategic Plan defines the organization's strategic initiatives (Knowledge, Prosperity, Sustainability, and Workforce), and most Councilors will find a natural affinity within this structure. In your third year of service, a councilor may assume a position of advisor and leader of the Council as a result of their tenure. These individuals have gathered wisdom and can be very helpful mentoring new Councilors. In the third year of engagement, Councilors may champion efforts surrounding their chosen strategic initiative.

## **Interested in Serving on the Strategic Council Representing Hawaii?**

AIA Hawaii is soliciting interested members to apply for the inaugural year as Hawaii State representative on the National AIA Strategic Council.

### **To apply:**

- Must be an AIA Hawaii member in good standing.
- Provide a personal statement, limit 2 pages, to include reasons for seeking election, and ways they see fulfilling the position. Utilize the attached questions as prompts for the personal statement.
- Provide service resume, limit 2 pages, highlighting areas of service and leadership.
- Submit at least one letter of recommendation from an individual/ entity you feel represents your volunteer and leadership capabilities.

AIA Hawaii State Council Selection Committee will review applications and short-list several candidates for recommendation. The Selection Committee will make its recommendation to the AIA Hawaii State Council to take action for approval.

**Timeline**

July 1 <sup>st</sup>	Completed Application materials due to the AIA Hawaii EVP, Julia Fink via email at <a href="mailto:julia@aiahonolulu.org">julia@aiahonolulu.org</a>
August	Selection Committee meets, develops short-list and recommendation.
October	Final selection at AIA Hawaii State Council’s October meeting.
November	AIA Hawaii will present the Hawaii Representative during the AIA Honolulu Annual Membership meeting.
December	Orientation meeting with AIA National Board and Council in Washington DC.
January 2023	Three-year term begins



# Personal Statement Prompts

The future for AIA is bright and we envision a community that pledges to create an equitable, resilient, regenerative and carbon-free future. Hawaii's inaugural Strategic Council Representative should not only believe in the strategic goals of AIA but also provide the unique perspective of practicing and living in Hawaii. Help us understand how you may qualify for this position by incorporating answers to a few of these questions below.

1. It is unequivocal that climate change is caused by human activities. Predications confirm that without dramatic changes to how we engage, consume, and manage our planets resources, warming to 1.5C will be a near term reality. Aggressive climate action is required NOW at both the individual and collective level. AIA believes architects are well poised to drive change at scale.

What is your position on climate action and how would you leverage your role as a Strategic Council Representative in this conversation?

2. Striving to provide a sense of belonging in all aspects of life is a core value of Hawaii. This sensibility unfortunately does not exist in all aspects of the profession or community. Ensuring genuine representative and inclusion in conversation is critical for equity.

Describe your perspective on providing diverse, equitable and inclusive (DEI) in communities and in practice. Describe the unique perspective Hawaii can provide beyond the obvious mixed race community narrative.

3. The Strategic Council Representative will serve as a liaison for the Hawaii architecture community. Multidirectional communication and facilitated conversation are critical.

Describe your communication style and approach.

4. Research may be an aspect of the Strategic Council. This could include preparing white papers and technical briefs. Describe your research experience and interest in this area.

5. Describe your leadership experience with AIA Honolulu and/or AIA Hawaii. List past director roles, committee involvement, or special project assignments as applicable.

6. Describe your leadership experience with your company.

7. Describe your leadership experience with community organizations.

8. This is an inaugural position which has the potential to frame the role of future Strategic Council Representatives for Hawaii. What value and perspective do you hope to bring to this role? What are qualities that make you the best candidate for this position?