



Registry of Interpreters for the Deaf, Inc.

## **2011-2013 -- Fact Sheet**

### **Deaf Advisory Council (DAC)**

#### **Chair**

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#### **Board Liaison**

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#### ***What is the Deaf Advisory Council?***

The Deaf Advisory Council (DAC) advises the RID Board of Directors and National Office to ensure the Deaf perspective is embodied in the RID programs and services and in the decision making process.

#### ***What is the Scope of Work?***

For the term 2011-2013, the Deaf Advisory Council members are charged to complete the following tasks:

1. Create a strong collaboration between the deaf and interpreter communities through the preservation of cultural norms, foundations of ASL and respect for Deaf heritage.
2. Be ambassadors to all levels (board, national office, and committee, task force, and member sections) within the organization.
3. Outreach and recruit Deaf individuals into the organization.
4. Review the board agenda topics and make recommendations to the board of director which include the perspective of the deaf member and impacts to the deaf community.
5. When appropriate, volunteer chair (or representative) to be available to attend the board of directors meetings.
6. To be available to host or participate in a forum at national conferences.
7. To serve as a resource for educational program development and content for RID publications.
8. To address items referred to the council by the board of directors.

#### ***How is it organized?***

The council is lead by a chair that serves a two year term with the support of the board and national office staff liaisons. Volunteer leaders work to meet the assigned scope of work within the two year term. Volunteer leaders may be asked to serve on one or more task force or workgroup which align with the scope of work identified for the council. Each volunteer leader is appointed for a two-year term and may be re-appointed for up to three consecutive terms. Council terms begin, once appointed, at the completion of the RID Biennial National Conference.

#### ***How are the volunteer leaders appointed?***

The volunteer leaders are solicited through the 'open' recruitment process for all volunteer leaders with additional personal invitations to recruit qualified deaf members to serve the organization.

***How often does it meet?***

The council would meet face to face two times per year aligning with the Board of Directors meetings. In addition, the council will hold visually accessible conference call meetings at least one week prior to each Board of Directors conference calls. Between conference calls, email correspondence should occur to further the work of the council.

***Who pays my expenses?***

Volunteer leaders, if approved, for travel to attend a face-to-face meeting will be reimbursed travel and lodging expenses and given per diem for meals. (See Volunteer Leadership Manual for additional details regarding reimbursements.) All other extraneous travel requests may be discussed on a case-by-case basis with the board and national office staff liaisons.

***What are my responsibilities as a Volunteer Leader?***

Volunteer Leaders are expected to attend all council meetings and assist in accomplishing the tasks set forth in the scope of work and ultimately support the implementation of RID's Strategic Plan. An agenda must be developed prior to each meeting with each agenda item pointing to a task within the scope of work. (See Volunteer Leadership Manual for more information regarding position descriptions for each volunteer leader.)

The volunteer chair will review the scope of work and provide feedback related to the tasks, priorities, timelines, workflow, etc., to the board and national office staff liaisons at the beginning of every term. Throughout the term, the chair will work with the council to provide a progress report to the board and national office staff liaisons prior to each scheduled board of directors meeting. Should the council seek to address a project or issue outside the originally assigned scope of work, a formal request for that work assignment would need to be made via the progress report. Changes in the council's scope of work must have prior approval from the board.

At the end of the term, the chair will submit a final progress report to the board and national office staff liaisons indicating the outcomes of the council term, as well as make recommendations for future projects and initiatives for consideration by the board.