

PCACAC Position Description – Inclusion, Access & Success Committee Chair

Three-Year Term

The responsibilities of the Inclusion, Access & Success Committee Chair include:

- Serve as voting member of the Executive Board
- Lead the Inclusion, Access & Success Committee in its charge to be a catalyst, heightening awareness and sensitivity to the issues of culture, race, human rights, religion, persons with disabilities, gender, age, sexual preference and other differences and infusing the following values in all PCACAC endeavors: respect, education and communication, access and equity, inclusiveness and engendering a sense of community
- Promote the integration of the committee mission into all aspects of the Association and serve as the advocate for “people issues”
 - Voice issues/concerns and bring new ideas to our organization
 - Identify the needs of underrepresented students in the pursuit of educational goals
 - Educate PCACAC members and member institutions so they can properly address needs of underresourced students.
 - Encourage multicultural activity and awareness among PCACAC membership
 - Coordinate the following programs using a sub-committee system: Joining Hands for College, Marion Flagg Scholarship Program, Student Support Grant Program, Coming Together Conference (preceding the annual conference) and other programs as identified by PCACAC
 - Consult with Conference Sessions Chair in support of sessions that address issues related to diversity, equity and inclusion; develop annual conference session when requested by Conference Sessions Chair.
 - Encourage involvement with PCACAC, through Committee work and program participation
 - Keep abreast of policies and programs at the national level and incorporate them as appropriate
 - Identify underresourced populations within PCACAC, engage them in committee activities and develop and implement strategies to increase diverse representation in leadership
- Develop and promote programs that foster and ensure a supportive environment for students and professionals
- Review nominations for the Impact Award and propose finalists
- Promote awareness of changing demographics and the implications for the counseling community and the students it serves
- Serve as a liaison to the NACAC and other state and regional IAS Committees
- Assist the Association in developing recommendations that assist in the expansion of equal access to postsecondary educational opportunities
- Coordinate programs and workshops that foster an appreciation of diversity and an understanding of human relations issues
- Work with the IAS Committee in planning the annual events as deemed appropriate and relevant

Estimated Time Commitment for the Inclusion, Access and Success Committee Chair:

NACAC Conference (in-person attendance recommended)	4 days per year
PCACAC Conference	4 days per year
PCACAC Executive/Full Board Meetings	2 in-person/2 virtual days per year
Bi-Monthly Committee meetings	6 days per year
Monthly Check in with Leadership Team Liaison	12 days per year
Planning and preparation	24 days per year