2020 Volunteer Call for Interest

Bring your diverse talents and your unique perspective to help us drive change in the architecture profession and beyond.

There are a variety of 2020 opportunities for you to share your perspective or roll up your sleeves and work alongside your peers to develop new solutions and programs. Plus, volunteering is the best way to build your leadership skills, gain experience outside your workplace, network with peers and even meet allied professionals.

See the list of opportunities below and the application here.

**Applications are due by 5 p.m. on Friday, January 10.**

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Committees

A committee advances the long-term work of AIA Colorado. The charge and duration of each committee is set by the board of directors. Rosters are typically fixed for the relevant duration.

2020 Conference

*Event Date: Thursday, Oct. 14 – Saturday, Oct. 17*

Help us plan our banner event which draws 600+ design professionals. This committee helps to select a theme, research and secure speakers, plan conference activities and more.

**Committee Responsibilities:**
- Brainstorm keynote speakers – help to make contact where appropriate
- Develop, promote and review the call for speakers and speaker proposals, concurrent sessions and schedule
- Promote event
- Attend and volunteer at the event

**Committee Planning Timeline:**
- January: First meeting
- March: Call for speaker/presentation proposals released
  - Promote to possible speakers March/April
- May: Proposals due, committee review
- June: Select Sessions
- July: Review/approve schedule
- August: Registration opens
  - Promote the event August – October!

**Estimated Time Commitment:**
- Meetings twice a month January – July
- Meetings once a month August – October

Architecture Advocates

Members of the Architecture Advocates Network help to expand our advocacy efforts across the state and in local communities. The network has four goals in 2020:
1. Recognize members’ existing advocacy efforts.
2. Invite more members to get involved.
3. Help members develop skills to succeed.
4. Connect like-minded members to take action!

**Committee Responsibilities:**

- Develop tools and resources to support the network’s 2020 goals
- Act as mentors and facilitators for members who want to be advocates of the architecture profession but are looking for support and guidance.
- Take the lead in building relationships between members and elected officials
- Assist in political fundraising efforts of AR Cpac and AR Cs d

**Estimated Time Commitment:**

- Participate in monthly committee meetings, year-round.
- Periodically speak with other committees and member groups to share AIA Colorado advocacy goals and promote efforts.

**Awards**

*Event Date: TBD – late August/early September*

This committee helps to plan our annual design & honor awards programs, which celebrate great design and recognize the many accomplishments of Colorado architects.

**Committee Responsibilities:**

- **Design Awards:**
  - Review categories, criteria and submission instructions for design awards
  - Make recommendations on jury location/jurors
  - Identify ways to further recognize emerging professional talent within the context of the design awards
  - Promote call for award entries
  - Provide input and guidance on the format for the presentation of the awards
  - Promote the awards gala

- **Honor Awards:**
  - Review Honor Award submission categories
  - Refine and create Honor Award criteria
  - Provide input concerning honor award submission/selection process

**Committee Planning Timeline:**

- January: First meeting
- By Mid-March: award categories and criteria finalized
- April: Submissions open (committee reviews submission portal then helps to promote submissions)
- July: Jury decisions made – notify recipients (done by staff)
- July/August: Discuss program/event format

**Estimated Time Commitment:**

- Weekly meetings January – April
College of Fellows Nominating Committee

This committee helps members who are in the process of applying to the AIA College of Fellows. (You must be a Fellow to serve on this committee).

Christopher Kelley Leadership Development Committee

This committee is for past participants of the Christopher Kelley Leadership Development Program who would like to pay it forward by serving on the group’s executive committee for the 2020-2021 program.

Editorial Committee (formerly Member Voice Committee)

The Editorial Committee is ideal for members who have a passion around storytelling, photography, videography, writing and podcasts. This committee develops content that advances the profession, provides insight into the life of an architect, and explores current issues and challenges for architects in Colorado.

Committee Responsibilities:

- Research stories and pressing issues among the architecture community and develop an editorial calendar to share with members.
- Develop content (written, video, photo or audio) to be shared with members every other week via the website, social media, podcast and more.
- Attend and report on AIA Colorado programs and events.

Estimated Time Commitment

- Monthly meeting (in-person or via web conference)
- 4-6 additional hours per month writing/developing content, researching stories, interviewing members and attending events.

Equity, Diversity & Inclusiveness Committee
We believe that developing a profession that respects and values different experiences, backgrounds, beliefs and ideas propels architecture into the future and better positions our members to succeed.

We are seeking volunteers who share this belief to continue and build upon the work of the 2019 committee to promote equity, diversity and inclusiveness within the architecture profession in Colorado through events, programs, initiatives, partnerships and research.

Committee Responsibilities:

- Continue researching EDI issues and the priorities set by the 2019 committee
- Based on the board-approved budget and recommendations, plan events, programs and opportunities to expand awareness of equity, diversity and inclusiveness in the profession.
- Work with the committee to identify and establish relationships with important stakeholders.
- Develop programming to be integrated into existing AIA Colorado programs like the annual conference, leadership programs, mentorship, design awards and more.

Estimated Time Commitment

- Monthly meeting (in-person or via web conference)
- 2-4 hours per month meeting with smaller sub-committee
- 2-4 hours per month independent work/research

Government Affairs Committee

The Government Affairs Committee follows issues of statewide concern to the architecture profession, with an emphasis on the Colorado state legislature. Whether you’re already familiar with legislative issues that affect architects or would just like to learn more and share your perspective, the Government Affairs Committee is a great way to get involved and help us define our advocacy objectives and policy priorities.

Each legislative session (January through May), the GAC establishes a legislative subcommittee that proactively reviews all bills introduced. The subcommittee reports to the full committee regularly through the session as input is needed. Legislative Subcommittee members are chosen from returning members to the committee.

Committee Responsibilities:

- Discuss legislative and similar statewide issues affecting the architecture profession.
- Review bills flagged by the legislative subcommittee that may impact the profession.
- Evaluate requests for AIA Colorado to take formal positions and actions on specific bills.
  - The AIA Colorado board of directors relies on recommendations by the Government Affairs Committee when voting on positions.
• Support efforts when AIA Colorado supports or opposes specific bills - contact legislators, testify at the capitol if possible (dependent on relative expertise).
• Research opportunities for AIA Colorado to write our own bills to advance the architecture profession.
• Represent AIA Colorado when there are opportunities to meet with state lawmakers and candidates.

Estimated Time Commitment:
• Monthly meetings January through December, typically the first Friday of the month.
  o Active involvement during the annual legislative session is especially important.
• Between meetings during the legislative session, review bills flagged by the legislative subcommittee that need immediate input.

Mentorship

This committee helps facilitate AIA Colorado’s group mentorship program, which is an opportunity for members to collaborate, support and learn from each other. It facilitates conversations among the Colorado architectural community and creates a collaborative network of members from all disciplines and of all ages.

By the end of the program, participants have grown their network, shared resources and ideas for addressing challenges and gained a group of mentors.
Knowledge Communities

Knowledge communities are a way for members to connect and share their passion and experience on a specific aspect of the profession. They hold open meetings on a regular basis, where all AIA Colorado members may attend. This call for interest is to identify knowledge community **steering committees**, which is a small group of members who plan and organizes the monthly meetings.

**Academy of Architecture for Health**

This knowledge community provides educational and networking opportunities for members who work on healthcare projects and seek to advance this rapidly-evolving area of practice.

**Steering Committee Responsibilities:**

- Create agendas for and lead monthly meetings. Common agenda items include:
  - Formal presentations, often by non-member experts or gov't agency staff.
  - Workshops that help members gain a deeper understanding of the topic.
  - Round-table discussions.
  - Tours of places or buildings.
  - Networking events that help develop strategic relationships with like-minded groups in similar organizations.
- Proactively reach out to potential speakers and schedule presentations.
- Complete continuing education application forms when meeting topics are suitable for AIA learning units.
- Lead communication efforts for monthly meetings. This includes direct communications with members who opt-in to email communications, creating flyers and other promotional materials, and social media posts.

**Business of Architecture**

Members of this committee help to organize events and learning opportunities around the business side of architecture. Topics might include marketing, HR and legal, contracts/contract negotiation and more. Events will appeal to professionals with a variety of experience – from firm principals to mid-career professionals hoping to hone their practice management skills.

**Steering Committee Responsibilities:**

- Meet monthly to discuss issues related to practice management
- Decide on important topics to cover in 2020
- Determine a loose calendar of events
- Plan events (ideally quarterly) in a variety of formats to appeal to AIA Colorado membership
Help identify speakers and locations for events
• Promote the events to friends and colleagues

Regional & Urban Design

The Regional and Urban Design Knowledge Community discusses issues related to the design of public spaces, land use regulations, and urban planning in Colorado.

Steering Committee Responsibilities:

• Create agendas for and lead monthly meetings. Common agenda items include:
  o Formal presentations, often by non-member experts or gov’t agency staff.
  o Workshops that help members gain a deeper understanding of the topic.
  o Round-table discussions.
  o Tours of places or buildings.
  o Networking events that help develop strategic relationships with like-minded groups in similar organizations.

• Proactively reach out to potential speakers and schedule presentations.
• Complete continuing education application forms when meeting topics are suitable for AIA learning units.
• Lead communication efforts for monthly meetings. This includes direct communications with members who opt-in to email communications, creating flyers and other promotional materials, and social media posts.

Estimated Time Commitment:
Note: Actual time commitments may vary based on the number of steering committee members. Planning and leading meetings are shared responsibilities amongst the group.

• Participate in monthly steering committee meetings.
• Regularly attend monthly knowledge community meetings.
• Develop agendas and make connections with potential speakers (which may involve cold calls and introductions).
Working Groups

New in 2020, Working Groups are an opportunity for members to help solve some of the big challenges and opportunities facing AIA Colorado and its members. These groups will work together to research, interview relevant stakeholders and recommend a plan to the board of directors.

**Capital Planning**

This group will research and help identify opportunities for AIA Colorado’s investment policy, office space lease, sponsorship program and non-dues revenue.

**Emerging Professionals Programming**

This group will research and help identify opportunities for programs and events that help emerging professionals establish themselves, connect with each other and advance in their careers.

**Sustainability Advancement (formerly Resiliency Knowledge Community)**

This group will review AIA’s 2030 Challenge, Committee on the Environment (COTE), Materials Matter Program, and more to advance Colorado’s sustainability efforts.

**Section Activities**

This group will work together to identify opportunities for Local Connects, member milestones, public engagement and service projects in their local section.

Don’t see what you’re looking for? Have an idea or suggestion? Or are you already working with a group of AIA members on an issue? Let us know!
Appointments

Architect Licensing Advisor

A board-appointed role, the Architect Licensing Advisor volunteers to help those pursuing licensure, working closely with AIA and NCARB. (This is a two-year appointment).

Disaster Response Coordinator

State disaster coordinators are AIA members that will establish/maintain a relationship with state and/or local county emergency management officials, their state or local AIA component, and AIA National. Coordinators work with their component to establish/maintain a roster of potential volunteers and assist in Disaster Assistance Trainings.

Coordinator Responsibilities:

- Maintain active Safety Assessment Program (SAP) credentials, per CalOES standards.
- Work with other state coordinators through AIA National.
- Manage the AIA Colorado Disaster Response Handbook and member SAP roster.
- Develop and maintain relationships with state and local disaster response agency staff.
- Develop and maintain relationships with allied organizations who also maintain a SAP roster.
- Represent AIA Colorado for the Colorado Recovery and Resiliency Collaborative (CRRC).
- Work alongside the Resiliency Knowledge Community steering committee.
- Work with AIA Colorado staff to manage disaster response efforts in the state.

Estimated Time Commitment:

- We're requesting a minimum three-year commitment for this position.
- Year one goals:
  - Update the AIA Colorado Response Handbook (last updated in 2014)
  - Make introductions with state agency staff.
  - Attend quarterly CRRC meetings.

State and Local Government Network Liaison

AIA National maintains the State and Local Government Network (SLGN), which provides a forum where members can share state and local legislative issues their component is tracking and ask for input from other members across the country. There are no restrictions on members joining the network, but components designate a formal liaison who agrees to actively monitor SLGN discussions.
and attend the annual SLGN conference on the component's behalf. AIA Colorado appoints our liaison from within the Government Affairs Committee.