

2010 EPP Plan and Structure

Rev. 12-31-09

The following table outlines the work-plan and structure for the ACR EPP Leadership Council. The work-plan and structure are tightly connected. If you would like to assist with any of these activities, please contact the ACR EPP Section Co-Chairs Harry Manasewich (hfactor@dr@aol.com) or John Jostes (john@interactiveplans.com).

Committee Name, Role and Co-Chairs	Specific Initiatives for 2009-2010
<p>Communications</p> <p>Responsible for communications with membership, publication of newsletters, membership maintenance and external relations with other professional organizations with shared values and interests.</p> <p>Coordinates with ACR staff as needed.</p> <p><u>Co-Chairs:</u> Jeff Edelstein and Turner Odell (Turner may not Co-Chair depending on commitments to 2011 EPP Conference)</p>	<ul style="list-style-type: none"> • Produce at least quarterly newsletters. • Determine if members are reading newsletter and expand readership as needed • Work with Website Committee to utilize www.acrepp.org to increase readership of the EPP newsletter, as well as post other important Section announcements etc. • Outreach to people “beyond our circle”. • Coordinate outreach to individuals with lapsed memberships to re-engage, reconnect and/or to determine reason(s) for non-renewal.
<p>Professional Development</p> <p>Responsible for liaison with and support to members wishing to improve skills, network or otherwise advance within the field.</p> <p>Emphasis on continuing EPP and related education for practitioners at all levels.</p> <p>Work with the Diversity and Leadership Committee to increase the ability of Mid-Level EPP practitioners to advance professionally.</p> <p><u>Co-Chairs:</u> Jen Peyser Suzanne Schwartz</p>	<ul style="list-style-type: none"> • Conduct poll of members in conjunction with LC to rank or solicit ideas for topics of highest interest for teleseminars (and other committee topics) • Conduct 2-3 teleseminars or webinars (based on feedback from Communications / Brad regarding conference call services) • Work with the Diversity and Leadership Committee on at least one activity. • Organize Professional Development / Mid-level oriented tribute to Rob Williams (explore offering a scholarship/stipend for a mid-level practitioner to attend/participate in the annual EPP conference, create annual session at EPP dedicated to professional development of mid-level practitioners)¹ • Work with Communications Committee to increase membership numbers of newer/mid-

¹ A sub-committee comprised of Jen Peyser, Turner Odell, and Brad Spangler to explore costs and other impacts to Section regarding tribute to Rob Williams.

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	<p>level practitioners, so they can benefit from professional development opportunities (e.g., one teleconference open to non-members)</p> <ul style="list-style-type: none"> • Explore offering mediation observation opportunities for 2011 • Explore facilitating peer mentoring program for 2011.
<p>Diversity and Leadership</p> <p>Responsible for the promotion of diversity in the membership of the EPP Section and building future leaders in the EPP field.</p> <p>Provide guidance in diversity issues for EPP members, and support EPP members in learning how to appropriately respond to the needs of a diverse population of participants in environmental/public policy disputes or collaborative processes.</p> <p>Support EPP members in providing leadership both for upcoming facilitators and in the ADR field, in general.</p> <p>Work with Professional Development Committee to increase the ability of Mid-Level EPP practitioners to advance professionally</p> <p><u>Co-Chairs:</u> Kevin Bryan One other TBD</p>	<ul style="list-style-type: none"> • Liaison to ACR Diversity Committee • Participate in LC Election nominations and process to ensure diverse LC membership • Collaborate with the Professional Development Committee and other EPP committees to incorporate diversity into all aspects of EPP efforts. • Increase diversity among practitioners in the field and users by doing the following: <ol style="list-style-type: none"> 1. Create innovative outreach methods to broaden the pools of professionals that know about our work making certain they have access to information about jobs in the field, opportunities for training. <p>Innovative outreach methods: reaching out to diverse organizations (universities, POC membership organizations, etc.). Explore some participation in conference calls (or evening convening calls with such groups) to share ideas about what we do would be good activities here.</p> 2. Increasing the diversity of consumers of our work – making sure we broaden the pool of people that seek out our expertise. Will explore achieving this by conducting a forum at the 2010 ACR conference in Chicago that introduces diverse populations to the kind of work EPP practitioners do.
<p>Ethics Committee (Ad Hoc)</p> <p>Responsible for the development of ethics standards for ACR EPP Section practitioners.</p> <p><u>Chair:</u> Janice Fleischer</p>	<ul style="list-style-type: none"> • 3 person panel appointed by EPP Co-Chairs, separate from Ethics Committee, to conduct initial review of Proposed Ethics Standards from Ethics Committee in late 2009 early 2010 to formulate questions, comments and recommend next steps to the LC. • Implement next steps and/or review of

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	Proposed Ethics Standards once LC has completed its initial review.
<p>Website Committee</p> <p>Responsible for oversight of content development and maintenance of EPP Section website. www.acrepp.org.</p> <p>Strive to make website the EPP online community</p> <p>Post continual new content</p> <p>Use the newest technology to enable connection to current or potential users.</p> <p><u>Chair:</u> Brad Spangler</p>	<ul style="list-style-type: none"> • Complete initial build-out • Develop and implement website launch plan. • Secure at least 4 guest bloggers • Target and engage other professional organizations to contribute to website content. • Encourage interactivity of site by ensuring users ability to respond to blogs or other content. • Work with Communications and Outreach Committee to to utilize www.acrepp.org to increase readership of the EPP newsletter, as well as post other important Section announcements etc.
<p>2010 EPP Section Conference (Tucson, AZ)</p> <p>Responsible for conference planning, programmatic approach and liaison with selected speakers and panelists chosen for 2010 conference.</p> <p><u>Co-Chairs:</u> Carolyn Penny and Dan Adams</p>	<ul style="list-style-type: none"> • Develop work plan and budget • Development of 2010 conference program and logistics in collaboration with ECR. • Organize “Evening Event” at conference. • Build relationships with other sections, organizations, and individuals along the way.
<p>2011 Conference Planning</p> <p>Responsible for conference planning, co-sponsor development, theme development, logistics, programmatic approach and liaison with selected speakers and panelists chosen for 2011 conference.</p> <p><u>Interim Conference Chair:</u> Turner Odell</p>	<p>Determine if U of Portland and National Policy Consensus Center will co-sponsor. Need decision by January 2011</p> <ul style="list-style-type: none"> • Lay groundwork and form committee for 2011 EPP Conference.
<p>ACR Section Relations Task Force Liaison</p> <p>Participate in Task Force meetings to represent the interests of the EPP Section and to assist the efforts of the Task Force.</p> <p>Nicholas Dewar</p>	<ul style="list-style-type: none"> • Emphasis to be placed on collaborative governance and ensuring the retention of EPP funds • Report to and work with LC when discussions occur.
<p>Section Co-Chairs</p> <p>Provide oversight and coordination, if</p>	<ul style="list-style-type: none"> • Develop Preliminary 2010 EPP Section Budget and send to ACR in late September/early

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<p>needed, for the various programs and initiatives of the Section.</p> <p>Responsible for ongoing interaction with ACR as an organization including budget matters, participation in monthly ACR Leadership conference calls, requests for information/action, and communication of important topics to ACR leadership.</p> <p>Garner support from ACR for critical EPP Section initiatives</p> <p>Serve a clearinghouse function for section members wishing to engage with the programs of the section.</p> <p>Respond to requests for information from members or others interested in Section.</p> <p>Harry Manasewich</p> <p>John Jostes</p>	<p>October</p> <ul style="list-style-type: none"> • Complete and forward the Final 2010 EPP Section Budget to ACR in December • Represent EPP Section at ACR monthly Leadership Meetings • Care for the LC as an entity including conference call scheduling, coordination, and support for all initiatives • Facilitate monthly EPP Section Leadership Council meetings • Plan and implement LC elections (using ACR guidelines--June through October) • Welcome and orient new LC members • Review and respond to (if needed) quarterly expense reports from ACR. • Send out individual welcome email to new section members when spreadsheet from ACR is received • Secure 3 people to serve on ACR Sharon Picket Awards Committee when requested by ACR (likely in October) • Find 2-3 people to serve on ACR Conference EPP related workshop selection committee (date dependant on ACR scheduling) • Create Annual Report and send to ACR in October