



Member Specialists

What is an IASP Member Specialist?


IASP has been very intentional in ensuring that our members are provided support as they lead their buildings throughout the state of Indiana. In 2019, our Board of Directors created the **Member Specialist** positions to provide a direct link and personal connection in every district. Next year, we hope to have 6 Member Specialists, each servicing 2 adjacent districts each.

What is the time commitment?

Each month, the Member Specialists commit to approximately 20 hours, and make their own schedules. This time is generally used making phone calls, emails, and the occasional school visit or meeting. Member Specialists are compensated for their time on an hourly basis.

What are the duties of the job?

- Attend district meetings in your area. (Usually 3-4 per year)
- Attend Leadership Retreat in June.
- Attend Fall Conference in November.
- Assist district leadership in planning and facilitation of district meetings.
- Promote IASP initiatives: Principal of the Year, conferences, benefits of membership, resources, Ed Leaders Network, student programs, service projects, Inspire3, the IASP website, and other items, as needed.
- Retain and recruit members, leadership in districts, and mentors.
- Help to maintain up-to-date member demographics. (School moves, position changes, retirements)
- Monthly or bi-monthly check-in's with district officers.
- Outreach to new and non-members.
- Encourage district recognitions and celebrations.
- Connect members to resources and support, as needed.
- Assist with conferences.
- Collect feedback from membership.
- School visits, as needed.
- Work with the Director of Member Services, as needed, to provide resources and support to all members.

 **Indiana Association of School Principals**
11025 East 25th St.
Indianapolis, IN 46229

 317-891-9900

 tbarrett@iasp.org

 www.iasp.org

Contact information:

Contact Tiffany Barrett with suggestions, questions or comments, or if you are interested in becoming an IASP Member Specialist-
@tbarrett@iasp.org