



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Vice President, Practices and Standards Position Description

Purpose: Our Council on Practices and Standards is responsible providing programs, procedures and operational support for healthy and effective practice specialties and common interest groups. This council supports the development and sharing of technical content, member recognition and standards development.

Key Responsibilities

- Support and lead administrators in their role.
- Chair the Council on Practices & Standards (CoPS). Oversee council operations and standing committee within the council, including encouraging active succession planning and appointing committee members.
- Lead the council to ensure that practice specialties and common interest groups are delivering value to ASSP members, including:
 - Develop and maintain programs to enhance membership retention in practice specialties and common interest groups, including member value and benefits.
 - Develop and oversee policies and operating procedures for practice specialties and common interest groups and the means to evaluate the effectiveness of such units.
 - Support practice specialties in serving as a technical resource for Society members, through knowledge sharing, educational programs, and active contributions to ASSP publications and events.
 - Establish and operate programs for technical recognition of members in practice specialties and common interest groups.
- Advise on the Society's participation in standards development, to include identifying and developing technical and consensus standards.
- Serve on the Congress of Councils, which is made up of the senior vice president (chair) and all other ASSP council vice presidents.

Support

- Online training from Society
- Participation in a leadership development experience in first year of office
- Additional training through COPS meetings, Leadership Conference, [community leader resource center](#) and other Society events
- Transition meeting with outgoing vice president, practices and standards
- Additional support available from senior vice president and staff liaison



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Benefits

- Develop transferrable leadership, problem-solving, strategic planning and project management skills.
- Grow professional network and advance the safety profession through mentoring, developing future safety leaders, and ensuring the delivery of member value through ASSP chapters.
- Attend ASSP Leadership Development Experience and Leadership Conference for training and networking.
- Earn professional certification maintenance points.

Time Commitment

- Term of office: 3 years, July 1 – June 30
- Average hours per month: 7 to 10 hours. Plus, 1 to 2 virtual council meetings and travel to and attendance at semiannual COPS meetings [in conjunction with ASSP's annual Professional Development Conference (June) and Leadership Conference (October)] All approved ASSP travel is funded by ASSP following the ASSP travel expense guidelines. and virtual council meetings as scheduled.

Qualifications

- Professional member of ASSP in good standing
- Possess strong leadership, problem-solving, strategic planning and project management skills
- Understand practice specialty and common interest group communities and Society structure, strategic direction and operating documents
- Preferred to have previously held a position on a Practice specialty or Common Interest Group advisory committee
- Demonstrated ability to develop productive relationships with volunteer leaders, work effectively in a team setting and communicate with diverse audiences
- Able to travel for semiannual COPS meetings
- Must have employer support

Contact:

Staff Liaison: Kim McDowell

Title: Director, Membership & Communities

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The Council on Practices and Standards reports to ASSP's Board of Directors. The vice president, practices and standards, serves as chair and is elected by ASSP members.



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Nominations open in July and are due in September. [Society elections](#) take place each March.