

IASPM Communications Committee Terms of Reference

The Communications Committee will be a standing advisory committee to the IASPM Executive Committee (EC). The Communications Committee share information on IASPM International Social Media platforms, and, where appropriate, develop content and initiatives that amplify the IASPM community, activities, and members.

The committee will be composed of a Chair to be an elected position, which also forms part of the Executive Committee. General membership of the Communications Committee will consist of no more than 5 volunteers. The Chair will call for volunteers post election and, in consultation with the Executive Committee, will select volunteers to maximize representation of the diversity of the organisation, including different branches, different levels of seniority, and other identities.

All membership (Chair and general members) will serve a 2 year term in line with the election cycles of the EC. Any member may step down at any time, in which case a call for nomination will be made outside of the normal election cycle.

The Chair and membership of the Communications Committee should be current and active members of a local IASPM branch.

Typically, each member is responsible for maintaining and posting to a specific social media platform. The Chair is responsible for collating posts from the mailing list for inclusion in the posting schedule, for forwarding CFPs from the mailing list to the committee, and for liaising with the IASPM Executive committee. However, the committee may choose to delegate responsibilities for platforms and initiatives as best fits the membership. The committee will normally meet once a quarter, though the meeting schedule may vary depending on membership requirements.

An annual report will be provided from the Committee to the EC at the AGM. This will be made available to all IASPM members on the organisation's website.

Supporting documents and other considerations:

- The Communications Committee will be guided by the IASPM Statutes, Rules of Procedure, Code of Conduct, and Social Media Policy available at <https://www.iaspm.net/>