



ADVISING FOR THE FIELD IAN PROVIDER COUNCIL

TITLE

Indiana Afterschool Network (IAN) Provider Council

STATEMENT OF PURPOSE

The Provider Council (or “Council”) is responsible for strategically advising and collaborating with IAN staff to elevate access to and quality of IAN programs. The Council shall have additional responsibilities as identified and as assigned to it by future action of IAN.

RESPONSIBLE TO

The Provider Council is commissioned by and responsible to IAN.

COMPOSITION

The Provider Council will be comprised of representatives of out-of-school time (OST) program providers from each of IAN’s Engagement Regions.

Ideal Candidates

IAN Provider Council members are a select group of Indiana OST leaders who commit to ensuring the success of IAN’s statewide initiatives, support effective programs, and bring diverse partners to the table. The Council represents diverse geography, program type, race, ethnicity, and gender. Ideal candidates should be:

- Committed to building quality and access in OST programs and supporting professionals of the field
- Available and willing to spend 2-3 hours per month on Council-related activities
- Available and willing to attend the annual in-person Kick-off Orientation & Strategic Planning Session during September.
- Available and willing to attend, participate, and perform assigned duties at the annual Indiana Summit on Out-of-School Learning (IAN will cover registration fees for all Council members)
- Available and willing to participate in bi-monthly Council calls every other month
- Holds a Certified Youth Work Certification or be in process of obtaining it.

TERMS

Members of the Provider Council commit to a two-year term running from January to the second December. Members representing IAN’s odd-numbered Engagement Regions are selected at the conclusion of odd-numbered years while members representing even-numbered Engagement Regions are selected at the conclusion of even-numbered years.

SCOPE OF WORK

- Advisory role on Indiana OST strengths and opportunities
- Advisory role on IAN quality tools
- Advisory role on professional development and advancing the professional landscape for youth workers

- Advisory role and activator around advocacy initiatives and current events

COUNCIL MEMBER RESPONSIBILITIES

The responsibilities of the members of the Provider Council include:

- Serving on behalf of OST providers of the IAN Engagement Region represented
- Identifying and prescribing promising practices that professionalize the field and increase employee retention
- Contributing to strategies that create quality OST opportunities for Indiana's youth
- Advising on innovative opportunities to convene, communicate, and connect, for-providers-by-providers, to inspire, empower, and elevate their role in OST.
- Creating effective strategies to gather and analyze relevant data from providers to inform stakeholders' decision-making and increase relevance and effectiveness of professional development opportunities
- Focusing on surfacing information, resources, and technical assistance opportunities to providers
- Attending 75 percent of the Council meetings

IAN STAFF RESPONSIBILITIES

The following statements reflect the functions of IAN staff in relationship to the Provider Council:

- Prepare the meeting agenda and notice for meetings, with input from IAN staff and Council members
- Record notes and distribute minutes and other materials, as needed
- Provide orientation/training to new council members
- Participate as a member of the council and as a resource person, bringing additional data and experience to the discussion as issues are addressed
- Ensure each Engagement Region is represented on the Council