

IACET Council on Standards Development

Summary

The Council shall oversee the IACET standard development and standard maintenance process(es) to ensure compliance with the American National Standards Institute's (ANSI) Essential Requirements for Standard Developers. The Council will operate independently of influence and control of the Board of Directors in its oversight of the development of standards, but its operations shall be subject to applicable law, the Association's Articles of Incorporation, these Bylaws, Association Policies and Procedures, and the general authority of the Board of Directors.

Mission Statement: Improve the quality of continuing education and training worldwide through accreditation

Vision: Advance the global workforce

Duties

- Maintain and develop effective policies and procedures in accordance with ANSI's Essential Requirements for the development of Standards for continuing education and training.
- Work collaboratively with the Consensus Bodies in the development of new Standards and the maintenance of existing Standards.
- Abide by the IACET Policies & Procedures.
- Complete an ICSD training program via webinar and/or other electronic means, as required.
- Provide leadership and guidance for Consensus Bodies with regards to ANSI compliance.
- Report to IACET Board of Directors at least annually on the activities and progress of the consensus bodies' work on Standards development and maintenance.

Qualifications

Education

- Required - An earned bachelor's degree from an accredited institution, with extensive related experience adult learning, education, and training.
- Preferred - Master's or Ph.D. with a focus in Adult Education, Organizational Development, or other related fields.

Knowledge and Skills

- Knowledgeable of the most current ANSI Essential Requirements.
- Knowledge of regulatory and continuing educational environment for key IACET stakeholders.
- Knowledge of current adult education best practices. Documented efforts to remain current with best practices in adult education through continued professional development.
- Proven organizational and management skills.
- Superior ability to speak and write effectively.
- Ability to foster harmonious relationships with IACET Staff, applicants, Accredited Providers, and fellow commissioners.
- Ability to articulate the value of accreditation, the application process, including the site visit, timeline, and appeals to applicants.