



Regional Vice President

IDPE's regions provide members with a forum to meet, discuss relevant issues and to share best practice. The other purpose of IDPE's regional meetings is to provide a voice for members and it is the Regional Vice President who represents members within IDPE and at board level.

The role of the Regional Vice President is:

1. To encourage local participation and support between members, and to encourage non-members to attend meetings
2. To liaise with the IDPE office (and if applicable the Regional Secretary) to ensure the smooth running of meetings usually held between two and three times a year.
This includes:
 - a. Asking members to host meetings
 - b. Collating requests for agenda items and potential speakers from members
 - c. Liaising with host/chair/note taker; ensuring details of dates, agenda and practical instructions, such as parking, directions, are communicated to members
 - d. Liaising with the IDPE office to ensure circulation of meeting notes to all members in the region
3. To encourage members to participate in sector initiatives driven by IDPE, for example, Benchmarking Survey and Membership Survey
4. To liaise with the IDPE Office on an on-going basis to disseminate key information or to highlight topics of potential interest
5. To act as an IDPE advocate, promoting IDPE and its work
6. To encourage members to become involved with the aim of identifying talent within the region to aid succession planning
7. Ideally to attend the IDPE Annual Conference, to attend the annual meeting for IDPE Regional Vice Presidents and to host a short informal regional meeting

Time Commitment:

- To act as the main point of contact for new members by email or phone
- Organisation of, and attendance at, two regional meetings per year, these are generally half day events