

IMI Council Member - England / Scotland / Wales / Ireland

Reports to: Council

Accountable to: Officers

MAIN DUTIES & RESPONSIBILITIES

- Represent country through liaison with Regional Reps (England, Scotland, Ireland, Wales).
- Attend Council meetings
- Represent the Institute at national and regional events when asked to do so by Officers
- Liaise with IMI Officers and Team Leaders on local matters
- Make contact with those you are working on behalf of on a quarterly basis (email, social media or local meetings) to understand the wishes and concerns of the nation you are representing.
- Liaise with local department managers or employing organisations as appropriate to gain advise on policies prepared by IMI to ensure they are applicable, or not, with the host nation.
- Meet with local IMI Regional Representative and attend local events when possible to promote the role of IMI and Council
- Engage with as many local departments over their term of office as practicable. Act as a point of contact for grassroots members and local department heads
- Participate in IMI Teams as and when invited to by Team Leaders
- Respond to electronic Council votes within the specified timeframe
- Prepares reports for Council and annual report
- Participate in on-line Council discussions and votes.