

ARL Leadership and Career Development Program Task Force

Purpose

The purpose of the task force is to advise and assist the senior director, Diversity, Equity, and Inclusion in the programming and delivery of the Leadership and Career Development Program (LCDP).

Charge

The LCDP Task Force reports to the Diversity, Equity, and Inclusion Committee (DEIC) and advises the senior director, Diversity, Equity, and Inclusion. The LCDP Task Force works with the senior director to ensure that the content and fellows' experience meet the program objectives.

Membership

The Task Force is composed of 5–7 members including a member of the DEIC, the senior director, Diversity, Equity, and Inclusion, and 3–5 members from the DEI community selected by the DEIC chair, and vice-chair. The Task Force roster is approved by DEIC. The chair of the Task Force will be selected by the DEIC.

Terms

The Task Force members serve for two years, staggering membership to ensure consistency between program cohorts.

Meetings

The Task Force meets monthly via video conferencing platforms and otherwise as needed.

Areas of Responsibility

The Task Force is responsible for:

- Advising the senior director on program curriculum
- program outcomes

- learning outcomes
- scholar selection criteria & process
- Assisting the senior director with program components
 - learning & development activities
 - identifying topics and speakers
 - facilitating sessions—as subject matter experts
 - attending sessions when relevant
 - events
 - orientation
 - institutes
 - capstone
- Reviewing evaluations from program stakeholders to provide feedback and recommendations to the DEIC & senior director to shape changes for future cohorts and considerations for the Association

Decision-Making

The Task Force makes recommendations to the ARL senior director, Diversity, Equity and Inclusion, as appropriate to the Diversity, Equity and Inclusion Committee.

Code of Conduct

The committee adheres to the [ARL Code of Conduct](#) in all of its deliberations and activities.

Approved by the Executive Director September 2021