

DIGEST

News from the Executive Committee

AIIC ELECTIONS

With the deadline for nominations fast approaching, you might be asking yourself if you've got what it takes to stand for one of AIIC's elected positions. To help you decide, here's what the current elected members think it takes to do their jobs...

President (ExCo)

The buck stops with the President, with everything that means in terms of responsibility, commitment, diplomacy and, at times, sacrifice. It means being prepared to be available 24/7 should the need arise, as well as dedicating several hours each day, often at irregular hours, to emails and meetings and travelling when conditions allow. You'll need to be able to learn fast, to juggle, prioritise, delegate and interact with the rest of ExCo while always knowing what's going on throughout the Association.

Vice Presidents (ExCo)

Being a VP is a big commitment. Expect to dedicate 1-2 hours a day on average to meetings and answering emails. For this reason, it would be difficult for anyone with a young family or other major demands on their time.

ExCo has to deal with a lot of different issues simultaneously, so it's important to have good organisational skills, patience, the ability to answer quickly and to work together with the rest of the committee. You will be faced with complex questions and differing opinions so it's essential to be open-minded, respectful, have a thick skin and be able to bite your tongue for the benefit of the association.

Treasurer (ExCo)

The Treasurer should have all the qualities of a VP, as well as being good with numbers. This is a very time-consuming role. In addition to involvement in most ExCo business, the treasurer works closely with the Secretariat and has to check the accounts regularly. You should have a good understanding of the Association and be prepared to learn about all ongoing activities, staff, property, contracts and attend external meetings and negotiations.

Committee on Admissions and Language Classification (CACL)

With the responsibility for the admission of new members and the reclassification of languages, CACL members must be tactful, courteous and prepared to defend their decisions when challenged.

An eye for details is essential. Be ready to apply the Regulation Governing Admissions and Language Classification while ensuring that all applicants get fair, unbiased consideration. On average, CACL members spend around 1 day a week on committee business including pre-screening applications and contacting applicants if necessary and attending 2 annual meetings in January and July.

Budget Committee (BC)

If you've got a head for numbers, consider volunteering for the Budget Committee. The BC works closely with the Treasurer and reviews the draft tri-annual framework and draft budget that they draft. Being a team player is essential, as is attention to detail and a good understanding of accounting practices.

Committee members attend 2 meetings annually in April and November, as well as carrying out a yearly audit and reviewing funding requests.

Disciplinary and Disputes Committee (DDC)

If you are interested in standing for the DDC, you should already have held another position on the AB or ExCo. As well as being familiar with the inner workings of AllC, you will have a good knowledge of current professional practices on the private and institutional markets. You must be diplomatic, open-minded, willing to work with others and to compromise when necessary. Confidentiality is key.

Time commitments and workload will vary, but you must be able to work in an organised, efficient way to ensure that cases are dealt with in a timely manner.



ASSEMBLY NEWS

- Two potential venues near Geneva airport are currently under consideration. The technical visits and final decision will take place at the beginning of October.
- In coordination with the groups and bodies, the [Preliminary Schedule](#) is now ready. Most of the meetings will be held in hybrid mode to enable all members of those groups and bodies to participate. Each room will be equipped with Beamer and cable connections, as well as sufficient Zoom licences.
- The Assembly will be streamed live.
- [Assembly Voting](#) will be used as our online voting station for the Assembly as well as the UN World Sectoral meeting on September 18th (a first for AIIC!).
- Printed copies of the Assembly bulletin will be available for attendees in Geneva. For members attending remotely, a pdf of the bulletin will be available to download.
- Forget the PJs and slippers in front of your computer screen. With an exciting programme of side events set to titillate your senses (and your taste buds) as you finally get to reconnect with friends and colleagues, be there or be square!

COVID NEWS

- All members attending the Assembly in person will have to provide a COVID certificate.
- A link to the Fondation Genève Tourisme & Congrès is available on the [Assembly page](#) for easy access to the latest information about the COVID situation in Geneva and the measures taken by the authorities. The page is updated regularly.

DATES TO REMEMBER

October 1st

Final deadline to pay your dues and administrative fees – members who have not paid their dues by this date will be suspended. Pre-candidates will not have their application files submitted to CACL until they settle their arrears.

October 4th

Assembly registration opens

October 5th, 23.59h CET

Deadline to submit proposals, drafts and amendments.

Deadline for candidature submission.



THE ASSEMBLY MODULE IS OPEN!

Available for the first time in both English and French, all the information you need about proposals, the organisation of the assembly, travelling to Geneva or participating remotely can be found [here](#).

- You can access the assembly page from the website menu (once you have logged in) or from inside the portal.
- Instructions can be found here for proposing amendments, resolutions and candidatures. If not tabled by an AIIC body, group or region, each submission must be supported by at least 4 additional active members.
- All items will be checked by the Secretariat before being deemed admissible and entered in the Bulletin.
- All active and associate members will be able to comment on the amendments, resolutions and candidatures entered by their colleagues.
- Amendments and resolutions that were not voted on at the Valencia Assembly will not automatically be forwarded and should therefore be resubmitted if necessary.