



Job Description State Council

Duties of State Council Representative:

The **State Council Rep.** shall:

- Represent the interests of members at the CTA State Council sessions.
- Vote in all state council elections and ballots as well as participate in debate with Irvine teachers in mind.
- Collaborate with other ITA State Council Representatives to compose and present a written summary of significant issues and actions from the State Council Meeting
- Attend training sessions to improve her/his service to the organization
- Facilitate a small group at Representative Council meetings
- Attend at least eighty percent (80%) of the Executive Board and Representative Council meetings

Term of office: Three (3) year (6/26/2022 – 6/25/2025)
per CTA By-Laws, for a maximum of 3 consecutive terms

Stipend: \$3,300 annually, subject to modification by Rep Council

Duties and the responsibilities of all Executive Board members:

1. Coordinate the activities of the Association;
2. Act for the Representative Council when school is not in session;
3. Direct the bargaining activities of the Association, subject to policies established by the Representative Council;
4. Approve by majority vote appointment and by two-thirds (2/3) vote removal of bargaining team members;
5. Recommend a budget for the Association to the Representative Council;
6. Approve by majority vote all appointment and removal of committee chairpersons;
7. Adopt the local Standing Rules for the Association;
8. Direct the grievance activities of the Association; and
9. Exercise all the business and organizational powers and duties for the Association as prescribed by law and these bylaws, subject to any restrictions that may be imposed by the Representative Council.
10. Meet with school board members as directed by the president.
11. Serve on committees as directed by the president.
12. Attend the Executive Board Annual Planning Session.