ILTA Council Co-Chair

POSITION DESCRIPTION
Role, Responsibilities, Term, DEI, Qualifications for Service, and Professional Development

INTERNATIONAL LEGAL TECHNOLOGY ASSOCIATION

ROLE AND RESPONSIBILITIES

The co-chairs' role is to lead their respective council, which includes:

- Collaborate with other ILTA volunteer groups to finalize ILTA's new volunteer structure.

- Implement ILTA's strategic plan along with any strategic goals set by the Board, track appropriate metrics, set measurable goals, and develop actionable tracking mechanisms.

- Communicate strategies and goals to Council and Committees.

- Oversee and facilitate committee progress.

- Participate in expanding international reach of the organization, balancing existing expertise while embracing and integrating unique cultural values.

TERM

Two-year (2) term with a maximum of three (3) consecutive terms; October 1 to September 30. Commitment is renewable subject to selection process; can reapply after two (2) years of non-service. Terms will be staggered where possible.

DIVERSITY, EQUITY, & INCLUSION

ILTA seeks to foster diversity, equity, and inclusion throughout the legal tech community. Holding this core value central to all volunteer efforts will be key to the success of individuals holding ILTA volunteer roles and remains a top priority for ILTA.

QUALIFICATIONS FOR SERVICE

Minimum Criteria:

- Active ILTA member, business partner or industry participant

- Complete the ILTA Conflict of Interest Form

- Direct Committee experience or equivalent experience within ILTA or another organization

- Ability to accept direction from the volunteer leadership and ILTA staff as required

- Ability at all times to act as a reflection of ILTA's core values

Preferred Skills:

- Deep knowledge of the legal technology industry, and the roles of law firms, service providers, corporate and government organizations within it

- Experience with staffing, developing and leading teams

- Willingness to collaborate with other volunteers in transition to new structure

PROFESSIONAL DEVELOPMENT

The most important things you will learn from this position:

- Leadership

- Development and mentorship of new teams