

## Education Committee Description

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### **Education Committee Purpose:**

Chaired by the Director of Education, the Education Committee ensures the prioritization and completion of the Department of Education's strategic vision and goals.

### **Education Committee Members:**

Director of Education, Manager of Birth and Postpartum Training, a minimum of six (6) trainers who each chair one(1) sub-committee representing the four (4) major functions of the Department of Education:

1. New Trainers
2. Current Trainers
3. Workshop Development – Three (3) Co-Chairs
  - a. Birth Doula Workshop
  - b. Postpartum Doula Workshop
  - c. Community-Centered Doulas
4. Continuing Education

May also include Board of Director members and third party, external advisors as needed.

### **Responsible to:**

Director of Education

Trainers

### **Major Responsibilities and Duties of the Education Committee**

- Prioritize the Department of Education activities according to the strategic goals of the Department
- Assign tasks to sub committees
- Ensure accountability for the completion of sub-committee tasks
- Attend Education Committee meetings with the Director of Education and Manager of Birth and Postpartum Training via conference call and virtual video platforms.
- Chair one (1) Department of Education sub-committee

### **Education Committee Member Qualifications:**

- Active DONA-Approved Trainer in good standing (reasonable exceptions allowed by Director of Education)
- Recent DONA Committee leadership experience required (last 3 years)
- Experience with curriculum development and review
- Experience, knowledge and training in birth equity, racial diversity, cultural awareness and cultural sensitivity training
- Excellent organization and communication skills
- Technically proficient and able to use a variety of cloud-based platforms for organizing documents and group communication

### **Duration of Term**

Three (3) year term

### **Time Needed (Per Week)**

Variable according to current projects: 5 +/- hours per week, dependent upon the cycle of activities

**Application Procedure**

1. A resume or curriculum vitae
2. The sub-committee the applicant prefers to chair. *(Please see the sub-committee job descriptions for the specific functions and deliverables of each subcommittee).*

## Choices:

- i. New Trainers
  - ii. Current Trainers
  - iii. Workshop Development (choose Birth, Postpartum or Community-Centered)
    1. Birth Doula Workshop
    2. Postpartum Doula Workshop
    3. Community-Centered Doula Workshop
  - iv. Continuing Education
3. Disclosure of any potential conflicts of interest should be made with the application
  4. Signed confidentiality agreement

**Apply**