

Conference Committee Chair

FY27 Charge: This committee, along with Talley Management Group (Tally) and the ARCS Board, is responsible for developing a well-informed and well-rounded virtual conference in 2026. The committee is led by two Co-Chairs who will direct the content (intellectual content of the conference, including sessions, posters, breakout rooms, and keynotes) as well as the community (various programs and events for attendees to participate in outside of sessions) aspects of the conference.

Conference Committee:

The conference is ARCS's premiere program, providing informative and provocative sessions and fostering the collections specialists community. The 2026 Conference Committee, along with Talley Management Group (Tally) and the ARCS Board, is responsible for developing a well-informed and well-rounded virtual conference in 2026. The committee is led by two Co-Chairs who will direct the content (intellectual content of the conference, including sessions, posters, breakout rooms, and keynotes) as well as the community (various programs and events for attendees to participate in outside of sessions) aspects of the conference.

1 year term

DESCRIPTION OF DUTIES:

- Selects (in collaboration with Nominations Committee) committee members
- Schedules and manages committee meetings
- Assigns tasks to members and ensures completion
- Adheres to conference timeline
- Develops overall structure of conference with Board Liaisons and Talley
- Co-Chairs will receive free basic registration to the conference
- Submits monthly committee report updates to the Board
- Works with board liaisons and Talley to approximate budget (cost and revenue) of events

ORGANIZATIONAL OBJECTIVES:

- Lead Committee to execute the Committee's charge, and to establish and accomplish annual metrics and goals.
- Adhere to ARCS IDEA policies and ensure that conference also complies

TIME COMMITMENT:

- At least 1 meeting a week (depending on conference needs)
- 5-10 hours of work a month
- 12-month commitment

BENEFITS OF SERVING AS CHAIR:

- Strengthen your leadership and organizational skills while making a direct impact on the profession.
- Enhance your resume with a national-level leadership role.

ARCS Conference Committee

Position Description: Conference Committee Chair

- Expand your professional network through collaboration with ARCS members, committees, and the Board of Directors.
- Gain visibility within the field as a thought leader shaping resources and knowledge-sharing.