

Dear IAP2 Federation Board Members, Affiliate Chairs and Licensed Trainers:

This letter is to inform you of some staffing changes at IAP2 Federation Headquarters effective this week November 14, 2014.

After almost a year and a half as IAP2 Federation Executive Director, Iris Almeida-Côté has decided to move on. In her tenure as ED, Iris has dedicated her talents, time and energies to IAP2 in several key priority areas, including: the launch of the Foundations course together with the renewed interest and contributions of trainers, the production of a Governance Handbook resource for the Federation Board and Committees, the re-invigoration of the IAP2 Trainer Licensing program, the production of marketing and promotional materials to extend the reach of the IAP2 trainings globally, a new partnership and editorial board for the Journal of Public Deliberation and an updated copyright policy to safeguard the intellectual property and contribution of trainers to the P2 Pillars and training materials.

On behalf of the IAP2 Federation Board, I extend my sincere gratitude to Iris for her dedication and many contributions toward fulfilling the mission and goals of the organization. We wish Iris all the best.

Ellen Ernst, IAP2 Operations Manager, has been invited by the Board to step up to a new role as Executive Manager for an interim period while the Federation Board looks at the Federation model and its functions, the skills and optimal staffing configuration, and alternative funding sources, now and into the future, in wide consultation with stakeholders. In this role Ellen will continue overseeing the ongoing operations of the organization and work together with the Board on priorities for the coming year. Ellen has supported the IAP2 organization for the last 5 years with expanding duties and responsibilities since planning the 2009 international conference in San Diego to providing training administration since 2010, supporting the Innovation Project and Core Values Awards, and assuming additional Board and operational responsibilities since 2012.

To further support this work, the Federation will hire an independent contractor in the role of Administrative Assistant to assume the duties of Training Administration currently provided by Ellen. This position will provide training administration support including: maintaining the training calendar and secure trainers pages on the website; preparing course certificates and license fee invoices; maintaining participant data in the training database; responding to training inquiries; creating online surveys for course evaluations; and preparing various training reports.

Shelley MacDonald, Professional Development Manager, will remain in her position. Shelley will continue to provide support, advice and resources for the professional development of IAP2 licensed trainers, manage the T3 Program

(training, assessing and licensing new trainers for the Foundations Program and Emotion, Outrage and Public Participation), convene the Training Advisory Committee, and ensure that existing training products are the “best of the best.”

Christina Stimson will remain as the Finance Manager/bookkeeper for the Federation, responsible for maintaining the books and records, preparing monthly financial reports, processing accounts payable and receivable, and banking for the organization.

The Federation Board would like to assure you that during this time of transition all care will be taken to maintain the integrity of the organization, follow the core values and guiding principles, and engage stakeholders in developing the future path of the IAP2 Federation.

Sincerely,

Nomi Muthialu

Presiding Member, IAP2 Federation