

Title	Advisory Council Member
ADS Mission	Develop a community that promotes quality of life, independence and choice for older people and adults with disabilities in King County
Advisory Council Role/Purpose	The Volunteer Advisory Council supports the mission of Aging and Disability Services (ADS), the Area Agency on Aging (AAA), and advises ADS on policy and implementation of the King County Area Plan on Aging. They identify the needs of older people and adults with disabilities, give advice on services to meet those needs, and advocate for programs that promote quality of life. They also serve as a critical linkage between the ADS and older adults in the community by providing information, guidance, advice, and support to enable ADS to plan, develop, coordinate and administer services. To accomplish their goals the Advisory Council works through ADS staff, the community and Sponsors.
Appointed By	The twenty-seven (27) member Advisory Council is composed of members appointed by three Sponsors - United Way, King County or City of Seattle. Each entity appoints one third of the council or nine members each.
ADS Staff Assigned	Gigi Meinig
Time Commitment	8-12- hours a month
Term	2 years
Location	Seattle Municipal Tower, other meetings are scheduled at locations throughout King County and in Olympia.
Responsibilities	<p style="text-align: center;">Advisory Council Responsibilities</p> <p>Meeting Attendance Advisory Council members participate actively in the work of the Advisory Council by:</p> <ol style="list-style-type: none"> 1. Regularly attending monthly meetings of the Council. 2. Notifying the designated Aging and Disability Services staff if unable to attend a regular monthly meeting. 3. Serving on at least one of the Council's committees and/or task forces. 4. Attending Advisory Council-sponsored hearings, training and orientation. <p>Ethics Council members must maintain impartiality and objectivity when participating in the work and decisions of the Council. Any Council member having or appearing to have a conflict of interest may speak to the matter at issue but abstain from voting on the matter.</p> <p>Tasks/Role</p> <ol style="list-style-type: none"> 1. Elects officers, establishes necessary committees, adopts rules and regulations to conduct its affairs and perform its functions. 2. Represents the interests of older adults and adults with disabilities who reside in King County, placing with special emphasis on the needs of people with greatest social and economic need. 3. Advises Aging and Disability Services in the development of the Area Plan including sponsoring and conducting public hearings, conferences, and other meetings designed to obtain and publicize information related to the problems, needs, accomplishments and interests of the elderly and adults

	<p>with disabilities. They may assist with performing needs assessments</p> <ol style="list-style-type: none"> 4. Advises Aging and Disability Services in its administration of programs under the Area Plan by: <ol style="list-style-type: none"> a. Establishing committees as needed, related to the development and implementation of Aging and Disability Services' policies and public positions. b. Reviewing and making recommendations to ADS on services and funding during the implementation of the Area Plan. c. Assisting in the assessment and evaluation of programs. They may participate in RFI bid processes, site visits, or program monitoring. d. Foster communication and coordination between ADS and the community. <p>May assist with the following:</p> <ol style="list-style-type: none"> 5. Recruiting and training of volunteers 6. Developing strategies to reach isolated older adults 7. Serving on a screening committee for the selection and hiring of the Director of Aging and Disability Services and other professional positions. 8. Testifying and making presentations at legislative hearings 9. Fostering Communication with the State Unit on Aging (SCOA)
Skills needed	<p>Essential Skills</p> <ul style="list-style-type: none"> • Strong Interpersonal communication and facilitation skills, with the ability to motivate people and make Advisory Council members feel valued. • Excellent coordination and organizational skills • Comfortable with public speaking and willing to speak in front of groups to give formal presentations and speak informally (e.g. Advisory Council, Sponsors, community groups, with politicians and bureaucrats) • Working knowledge of computer and email skills • Knowledge of the challenges faced by seniors and people with disabilities and desires to support the work of ADS. <p>Desirable skills</p> <ul style="list-style-type: none"> • Understanding or interest in agency budgets • Connections to legislators or comfortable contacting political figures
Benefits	<ul style="list-style-type: none"> • Involved in efforts to further the cause of the most vulnerable, • No cost lunch day of Council meeting • Paid parking when attending meeting on behalf of the Advisory council • Paid tuition for approved training and conferences • Making a difference in the lives of the most vulnerable • Fun • Meet with influential people • Provide influence through advocacy and making decision on allocations and programs
Training	<p>Monthly informational meetings, United Way leadership training, other conferences or presentation as needed.</p>