

Regional Committee Member - Role Description

CIHT Regions and Nations are run by volunteers who dedicate their time to building a local support network for transportation professionals and provide the voice of the Institution across and beyond the UK. The role of a CIHT Region/Nation is to continue to support and develop existing members through regional activities and attract a stronger and more diverse membership that is more engaged in CIHT activities.

CIHT has launched its new Institution-wide strategy that outlines how it will provide strategic leadership and support to help members develop, deliver and maintain sustainable solutions for highways, transport infrastructure and services.

The [2022+ Strategy](#) highlights what CIHT and its members do, outlines three new overarching themes and what the strategic priorities will be over the next few years.

Who is on the Committee?

The committee is usually made up of the following positions:

Chair	Recruitment Officer
Vice-Chair (<i>one or more</i>)	Communications Officer
Honorary Treasurer	Emerging Professionals Chair
Honorary Secretary	4 -15 elected Committee Members
Programme or Events Coordinator	A maximum of 3 co-opted members
EDI Officer	

What's involved?

The role of a committee member is to:

- Contribute to the regional committee through attendance at committee meetings
- Contribute to the tasks necessary to deliver programmed activities
- Work to raise the profile of the region and its activities
- Assist the committee where necessary to help fulfil the commitments in the Annual Regional Business Plan and the Regional Working Agreement.

Regional Committee members with no Officer role may be responsible for at least one aspect of regional business during any 12-month period; for example:

- Participating in/ leading on a local or special interest group such as policy areas, consultation responses, EDI initiatives
- Assisting in the recruitment and retention of members
- Hosting potential/new members and guests at regional events
- Assisting with regional events and Awards.

About you

This role is open to all Voting Members of CIHT (Fellows; Full Members; Associate Members; Graduate Members; Apprentice Members; and Part-time Student Members) and will suit someone with:

- Enthusiasm about the future of the sector and ideas around its development
- A willingness to work collaboratively.

What's expected of you?



- This role is for a one-year term with the opportunity to stand again. Further details on terms of office can be found in the [regional handbook](#).
- There will be a minimum of four committee meetings per term and one Annual General Meeting
- There may be additional time needed for meetings around local or special interest groups.

What's in it for you?

The opportunity to:

- Help shape the future development of the CIHT
- Access professional networking
- Expand your Continuing Professional Development (CPD) portfolio.

How to apply?

To apply, please complete the [nomination webform](#).

This must include:

- A summary of why you should be picked for the role (max. 250 words)
- Four supporting signatures from CIHT members.

Once completed this will be considered by the committee and you will be put forward for the election of the role at the next General Meeting. For those unable to provide supporting signatures, please get in touch and the regional team will help (regions@ciht.org.uk).

Other Information

- The role is voluntary. Travel expenses will be met in accordance with CIHT's travel and expenses policy
- Applicants must live or work within the Region/Nation they wish to join
- All applicants will be required to declare any conflicts of interest and to follow CIHT's code of conduct
- Members will be expected to abide by the General Data Protection Regulation and the CIHT data protection and security policies
- Members will from time to time be provided with documents at various stages of development prior to their formal approval and publication, which are to be kept confidential. Members will not disclose any confidential information to an outside person or organisation.

Contact us

If you would like to discuss any of the information above or would like to speak with members of a regional committee directly, please contact the CIHT Regional Team: regions@ciht.org.uk