

Job Description: IDEA Committee Member

Title: Inclusion, Diversity, Equity and Accessibility (IDEA) Committee Member

Location: Greater Toronto Area / Remote

Terms: Immediate - July 2025

Hours: Estimated 10 hours per month

Salary: This is a volunteer position

About the Role

Inclusion, Diversity, Equity, and Accessibility (IDEA) are critical to ensuring no one is left behind. As part of our continued commitment to evolving conversations and responding to the needs of our diverse membership, IABC/Toronto is looking for up to 5 members to volunteer on our 2024/25 IDEA Committee.

Responsibilities

- Help develop and implement our year-round IDEA recommendations and initiatives.
- Provide research, ideation, writing, and logistical support to the IDEA portfolio.
- Represent the IDEA portfolio at monthly board meetings, when required.
- Provide counsel to improve and increase the IDEA portfolio's capacity.
- Provide IDEA support to other portfolios.
- Keep internal collaborators informed of projects and progress and identify when extra support is needed

Top 5 Reasons to Apply

1. Develop a deeper understanding of DEI and accessibility work
2. Network and collaborate with an incredible team of industry professionals
3. This is one of a few volunteer roles that enable you to work across all portfolios and VPs
4. Continue to hone critical skills and build strong portfolio pieces
5. Show off critical DEI and accessibility skills to potential employers/clients

Requirements

- Must have an active IABC Toronto membership

Who You Are

- You understand IDEA issues and have a passion for change
- Our recruitment priorities include advancing the representation of members from equity-seeking communities, including:
 - Black, Indigenous, and People of Colour (BIPOC) communities
 - 2SLGBTQ+ communities
 - Women
 - People with disabilities
 - Newcomers and refugees

About Us

IABC Toronto is the world's largest IABC chapter. IABC is recognized as the professional association of choice for communicators and is committed towards establishing and supporting the highest professional standards of quality and innovation in organizational communication.

Apply in two easy steps

1. Fill out our [volunteer application](#) found here
2. Send an email to toronto-volunteers@iabc.to indicating what position you're interested in