**NAFSA: Association of International Educators**

**Region VI**

**Job Description**

**Teaching, Learning & Scholarship (TLS) Knowledge Community Liaison**

**Term:** Two years (renewable for a third year). Begins January 1.

**Appointment:** By Regional Chair (in consultation with previous KC-TLS Representative and regional

team)

**Qualifications:** Two years or more working experience in international education, and currently employed in international education profession. NAFSA member. Demonstrated commitment to international education and exchange through active participation in conferences, workshops, maintaining appropriate resources and observance of NAFSA’s Code of Ethics.

**Responsibilities:**

1. Serve as KC voice on regional team, keeping KC interests in mind in discussion and actions related to salient issues.
2. Serve as link between KC national committee and professional network manager(s), regional team, and KC constituents within the region.
3. Develop KC programming and recruit session presenters for the regional conference, delegating specific program responsibilities to others as appropriate.
4. Responsible for managing the Region VI Case Study Conundrum.
5. Encourage KC professional development activities in the region.
6. Serve as a conduit to share information among researchers and practitioners within international education.

Expectations of all Region VI Team Members:

* Participate in shared leadership of Region VI.
* Participate in electronic communications and information-sharing activities (ie Region VI listserv).
* Attend Team Training.
* Attend State meetings (as possible).
* Attend NAFSA national conference, including KC and Region VI meetings.
* Attend Annual Conference with active involvement in KC session and conference wrap-up
* Provide reports for 4 regional newsletters.
* Provide oral and written reports, as appropriate, for all team members, and content for Region VI web site pertinent to team position.
* Maintain file of materials beneficial for successor and region, to be forward to success at end of team.
* Encourage membership in NAFSA.
* Encourage the participation on the Region VI team.
* Advocate within profession for active membership and participate in the leadership of international education.