EdTA Thespy® Committee

Staff Liaison: Education Director, Thespy Program Manager

**THESPY COMMITTEE DESCRIPTION**

The EdTA Thespy Committee is a steering committee created to advise staff on Thespy procedures and rubrics. Committee members act as content advisors. The committee will be asked to meet monthly or as needed based on work defined annually. Committee members should be familiar with the structure of the International Thespian Excellence Awards (Thespy) including rubrics, guidelines and adjudication procedures at the International Thespian Festival, and/or should have experience with similar academic competitions.

The committee should consist of theatre educators representing the diversity of our students. In addition, committee members should represent the diversity of our troupes in terms of size and geographic location.

Committee make up should not exceed 15 members and should include:

- A representative theatre educator from each of seven identified regions: New England, Mid-Atlantic, Southern, Middle America, Midwest, Western I and Western II and Pacific and an international representative from our International Troupes.
- Equal representation for both small, medium, and large troupes.
- Minimum of two technical theatre educators representing knowledge across areas.
- A representative from higher education.

**COMMITTEE MEMBER TERMS**

- Committee members are chosen to serve a term of 3 years with members joining on a rolling basis so that there are always experienced members amongst the group. Members may be reappointed for a position after one year off the committee.
- Committee members are chosen through an “all call” application process, however, they may also be recruited and/or appointed to fill vacancies as needed.

**TIME COMMITMENT**

Committee members should plan on the following time commitment:

- Monthly virtual meetings lasting 60 minutes.
- Occasional work assignments to create rubric drafts, develop new categories, etc. which may range from 10-20 hours annually. This may be accomplished by sub-committees.
- In addition, committee members may be asked to identify and work with outside experts from time to time, for an estimated time of 3-5 hours annually.
POSITION DESCRIPTIONS & RESPONSIBILITIES

Committee Member Position Description

Committee members are the engine that enables the work of a committee to be accomplished. There are no officers or member positions on the Thespy Committee, all committee members serve in an advisory position, notes are kept by the EdTA staff contact.

Committee Member Responsibilities

- Engage in healthy, productive and respectful discussion; make space and take space.
- Remain up to date on EdTA’s current Thespy events, rubrics and guidelines.
- Make decisions based on organization’s best Interests and its mission (sets aside personal agendas).
- Honor commitments made for deliverables.
- Meet deadlines.
- Alert Chair and/or Staff Liaison to any issues with meeting commitments and deadlines.
- Behave ethically.

Responsibilities of all EdTA Committee Members

1. Regular attendance at meetings. Frequent absences may result in losing a place on the committee.
2. Notify the staff liaison in advance of scheduling conflicts.
3. Review all relevant material prior to meetings. Prepare to contribute and voice objective opinions concerning issues and activities. Commit to being fully present at meetings, avoiding the temptation to multi-task.
4. Accept and complete special assignments when requested.
5. Respond promptly to correspondence and information requests from the staff liaison and other committee members.
7. Immediately inform the staff liaison and Chair of the committee if personal or professional circumstances change to the extent that the committee member can no longer perform the above-listed responsibilities.
8. Immediately inform the staff liaison and Chair of the committee of any potential Conflicts of Interest.
9. Make decisions based on what is best for the students and the organization as a whole and set aside all personal agendas.