



## **Call for volunteer members**

The Publication Committee is currently composed of four members, and three of them are volunteer members drawn from the membership at large. Each volunteer member has a non-renewable four-year term of office.

**We are currently looking for volunteers to join the committee to help us to establish and support Special Interest Groups in a range of assessment areas – such as assessment design and methodology, large scale testing, e-assessment and formative assessment.**

**This call for a volunteer will be open for 14 days from the day of communication.**

The Publication Committee's remit covers the following:

1. Establish and maintain a **good communication flow and network** among members and possible future members through:
  - Enhanced and more frequent E-Newsletters
  - Use of social media including Twitter, LinkedIn and Facebook
  - An updated website, which is compatible with all social media channels and enhances targeted communication with and between members
2. **Set up a range of Special Interest Groups** for members of the Association in key areas including assessment design and methodology, e-assessment, assessment policy, governance and regulation, formative/teacher assessment and large scale assessment.
3. Establish a series of publications arising from the activities of AEA-E. This could include publishing thematic reports or selected conference proceedings as a possible ways to achieve this. This is a medium to long term aim.

This is an exciting time for the Publications Committee as we establish our Special Interest Groups and explore how we use social media and e-newsletter to engage with members in an on-going way.

Meetings of the group are generally held using Skype. Occasional face-to-face meeting happen each year; all reasonable expenses associated with participating in meetings will be met by the Association. It is essential the members of the group attend the annual AEA-Europe conference to understand how our work is impacting upon members and how we can enhance what we do. Members of the group are expected to carry out some work in between meetings eg work with the Chair and co-chair of a Special Interest Group to establish a group and its associated work plan, update the Associations Facebook page with information about the Special Interest's Group Work and help the chair and co-chair to maintain an active SIG.

**If you are interested in volunteering for these positions  
please complete the attached form.**

If we have more volunteers than free positions on the Committee, then there will be a selection process. This will involve evaluating suitability of experience for the roles, taking into consideration also the Association's desire to see a spread of countries represented on our committees.

The *Selection Board* will comprise the PC Chair and one other member of the Council. The Board will evaluate applications and communicate its joint decision to the Council as a whole within one week. The successful candidates will then be informed of the result and will join the PC immediately.

**Call for volunteers**  
Application form

Name:

Home institution (if any):

AEA member since \_\_\_\_\_

Please provide a brief CV:



Please indicate the reasons why you are particularly interested in assisting with the work of the PC (maximum 250 words).

Date and Signature