



Position Description: Vice President (three positions, one must be held by an Emerging Professional)

Vice Presidents act as strategic “force multipliers”—helping to shape big-picture goals, support governance, and advance the profession at the state level without being tied to day-to-day program management.

Key Responsibilities

- **Strategic Leadership & Visioning:** Shape long-term strategy for AIA California and the profession, identifying emerging opportunities and risks. As a member of the Executive Committee
 - Makes decisions within delegated authority when action is needed between Board meetings or when the Board has specifically delegated authority.
 - Provides leadership on emerging issues, particularly where timely action is needed.
 - Reviews and advance recommendations coming from committees, staff, and other governance bodies.
 - Helps ensure accountability for Board-approved goals, including strategic and operational priorities.
 - **Policy Oversight:** Guide the development, refinement, and implementation of policies that advance the organization’s mission and adapt to changing professional and societal contexts.
 - **Advocacy & Public Influence:** Engage broadly with state policymakers, regulators, and community stakeholders to represent architects’ interests and influence legislation or regulations affecting the profession.
 - **Board & Committee Support:** Participate on the Board and Executive Committee in governance, financial oversight, and organizational planning.
 - **Member Engagement & Leadership Development:** Mentor emerging leaders, foster engagement across chapters, and strengthen leadership pipelines throughout California.
 - **Cross-Functional Initiatives:** Lead task forces or special projects that cut across program areas and make connections; maintain flexibility to allow AIA CA to be nimble, relevant and impactful.
 - **Organizational Innovation:** Identify gaps, pilot new programs, and introduce best practices to increase the agility, relevance, and effectiveness of AIA California.
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Term & Time Commitment

- **Term Length:** 2-year term
- **Meetings:** Approximately 6–8 meetings of the Executive Committee, 4–6 board meetings (in person and virtual), and ad-hoc meetings as needed
- **Time:** Estimated 8–10 hours per month, depending on issues and engagement level

Ideal Qualifications

- AIA membership in good standing (as specified by the role)
 - Demonstrated leadership within the architecture profession or AIA components
 - Commitment to advancing the mission of AIA California
 - Ability to collaborate and contribute in a constructive, mission-driven manner
 - Understanding of the architectural practice landscape in California
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Key Qualities of Ideal Candidates

1. Stewardship — Protects the organization and its resources.
 2. Judgment — Knows what deserves attention and what doesn't.
 3. Financial & governance literacy — Understands the responsibilities behind the title.
 4. Courageous curiosity — Will ask the uncomfortable question respectfully.
 5. Reliability — Does what they say they will do and provides continuity for the organization.
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What You'll Gain Through Service

- **Statewide leadership experience.** A chance to influence issues affecting more than 11,000 architects and allied professionals across California and help shape the future of the profession.
- **A broader perspective on the profession.** Exposure to issues beyond one's own firm, chapter, specialty, or region — seeing how advocacy, education, practice, climate, communications, and member needs intersect.
- **Strategic decision-making experience.** Experience translating Board direction into priorities, initiatives, and action. This is particularly valuable in the new governance model, where Leadership is intended to focus on strategic leadership rather than simply representing a particular constituency.
- **Executive-level governance skills.** The opportunity to learn how a statewide professional organization sets priorities, allocates resources, manages risk, evaluates performance, and provides oversight.
- **Influence without direct authority.** Perhaps one of the most valuable leadership skills: learning to build consensus, bring different perspectives together, and move an organization forward when you don't simply have the authority to make the decision.
- **A statewide professional network.** Meaningful relationships with architects and emerging leaders from chapters throughout California, as well as AIA national leaders, allied professionals, policymakers, educators, and other stakeholders.
- **A stronger leadership pipeline.** Service can position an individual for future leadership opportunities, including First Vice President/President-Elect and President. AIA California's current leadership pathway demonstrates how Vice Presidents can progress into broader organizational leadership.
- Greater understanding of AIA CA's impact. Seeing firsthand how advocacy, education, professional practice, public outreach, and member engagement come together to create value for members.
- Personal growth and confidence. Experience chairing difficult conversations, presenting to a Board, navigating competing priorities, working with volunteers and staff, and representing an organization publicly.