



**Ethics Committee Chair  
Job Description  
7.6.14**

**Term**

- **Two Years**
- Shadowing for the role begins in mid-September through December of the year leading up to term.
- Ethics Chair will take office at the Annual Chapter Meeting in December.

**Description of Role**

The Ethics Committee Chair and respective committee is the committee charged to maintain, encourage, and enforce adherence to the Ethical Code and the Standards of Practice of the American Art Therapy Association, Inc.

**Desired Attributes**

Excellent Communication Skills, Unbiased and Objective Communication Skills, Organized, Diplomatic, Flexible, Ability to delegate, Detail-oriented, Patient, Able to work independently and as a team and Commitment to follow-through, passionate about advocating for ethical art therapy practices

**Responsibilities**

- Maintain membership in IATA and AATA
- Attend and actively participate in all Board and Chapter Meetings
- Assist President in preparing and submitting Chapter paperwork as delegated.
- Set annual goals at first board meeting
- Keep BOD informed through direct report to the Board Committee & Community Liaison as well as through attendance at board and chapter meetings, and written reports.
- Form a committee and lead committee meetings
- Take on additional responsibilities as requested by President.
- Chair and committee members will complete an application form verifying no prior criminal conviction or charges pending, no prior professional ethics violation in either the Association or other professional organizations, no involvement in an Association ethics case within the last 6 years either as a complainant or as the accused, and at least 10 years membership in the Association. Verification of the above will be obtained directly from the Association and the ATCB and the completed application form will be submitted with a vita to the President to protect privacy and possible conflicts of interest.
- Hear, investigate, and decide upon complaints of ethics violations brought to its attention and implement sanctions where necessary.
- Develop and edit Ethics Committee policy and practice to be approved by board
- Review AATA's Ethical Guidelines to ensure that IATA standards are consistent with the national standards for an art therapist's practice.
- Develop IATA's current ethical standards to meet the needs of professionals in all regions of Illinois and reflect contemporary cultural and political issues, as these are the realities that confront our patrons and influence the health and stability of our profession. Encourage members to practice not



just awareness, but activism; not just competence, but excellence; and not just to strive for meeting the national standards but to spearhead the next generation of change for these standards.

- Provide membership with ongoing education on ethics matters.
- The EC shall investigate complaints against any Association member. A member is designated as a person who has paid Association membership dues.
- The EC Chair shall maintain confidential files of all correspondence and actions taken.
- The EC shall formulate and implement procedures in order to maintain, encourage, and enforce adherence to the standards of professional practice and standards for ethical conduct as adopted by the Association.
- Organize art therapy Ethics panel for members
- Communicate with AATA Ethics representatives and those of other state/regional associations to identify ethical trends in art therapy research and education.

**Approximate Time Commitment Per Week:** 1-2 hours. More hours required during peak periods of Chapter activity, such as week prior and following Chapter or Board Meetings.