



Council Member Position Description

Council Mission

Our mission is to make Delaware a state where all people with developmental disabilities are included, valued, and supported. This means:

- Delawareans with and without disabilities live, learn, work, and have fun together.
- Everyone has the same opportunities in life.
- People have power and control over their own lives.

Council Member Qualifications

To be a Council member, you must be an:

- Adult with a developmental disability,
- Parent or guardian of a child with a developmental disability,
- Family member of an adult with a developmental disability who cannot advocate for themselves, or
- A person who works for a community organization that serves people with developmental disabilities.

The Council also includes a representative from the following:

- Center for Disabilities Studies/University of Delaware
- Disabilities Law Program, Community Legal Aid Society, Inc.
- These state agencies:
 - Department of Education
 - Division of Developmental Disabilities Services
 - Division of Vocational Rehabilitation
 - Division of Public Health
 - Division of Services for Aging and Adult with Physical Disabilities

To be a Council member, you must:

- Have an understanding of developmental disabilities.
- Have personal or professional experience with developmental disabilities.
- Want to help the Council make Delaware a state where all people with developmental disabilities are included, valued, and supported.
- Support the Council's goals and activities (these are on our website).
- Be able to meet all the following responsibilities.

Council Member Responsibilities

- Serve as a Council member for at least 6 years. Council terms are 6 years. Members can be appointed for a second term. They must have met all member responsibilities and want to serve longer.
- With help from the Council, learn about:
 - The Developmental Disabilities Act. This is the federal law the Council follows.
 - The Council's Five-Year State Plan. This includes the Council's goals and activities.
 - Council advocacy and other activities.
 - Projects the Council is funding.
 - Council member and staff roles.
 - Council policies and procedures.
- Attend Council meetings. There are 10 meetings each year and they last about 2 hours. They are held by Zoom or in-person.
- Serve on a Council committee. Committee meetings are no more than 2 hours long. All committees and the Council meet every month, except for July and December. Meetings may be cancelled if there is no important information to discuss or votes to take.
- Review materials before meetings to prepare. Provide input at meetings and help make decisions about the Council's work. Inform staff if support is needed to do this.
- Help choose the Council's goals and activities when the State Plan is developed.

- Help monitor the Council's progress on the State Plan.
- Help develop the Council's public policy positions.
- Help choose the projects the Council funds. Help monitor the projects' progress and success.
- Share information about the Council's positions, activities, and accomplishments with people outside the Council.
- Work well with other Council members. Respect everyone's opinions.
- Work for what is good for all people with developmental disabilities and not just for your own interests.
- Follow all Council policies and procedures.
- Inform the staff about conflicts of interest. Avoid all conflicts of interest.
- Help evaluate the Executive Director's job performance.