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Thanks. This guide was originally adapted from a workshop held at the 2000 InterPride Conference in Atlanta. In 2009 it has been updated and edited by Russell Murphy, former Co-President to coincide with the bylaws adopted in 2006.
Introduction

This guide is intended for anyone that is now, or is interested in becoming, a Regional Director or Alternate Regional Director.

This guide will give individuals suggestions on how to accomplish this and serve as a stepping stone for the individual to make the position work for themselves, their region and InterPride.

For some, what is in InterPride’s Bylaws is self explanatory and that is fine. For others, it may not be as clear. This guide is intended for both groups, and anyone that might be elsewhere on the scale of understanding. This guide can, and should be updated from time to time to allow for new ideas and technologies.

This guide is not the only source of information available to the newly elected/appointed Regional Director or someone considering the position. One should feel free to talk to any current or former Regional Directors and members of the Executive Committee. The knowledge and experience in the position is invaluable and should be utilized. Reach out to any of these individuals for guidance and assistance.

InterPride
Methods & Standards Committee
March 2013

Serving your community as a Regional Director can be a fulfilling and enjoyable experience.
Who is InterPride

InterPride Inc. – International Association of Lesbian, Gay, Bisexual, Transgender and Intersex Pride Organizers

Founded in 1982, InterPride is the world’s largest association for organizers of Pride events worldwide. Our member organizations are dedicated to producing Pride events including parades, marches, rallies, festivals, arts festivals and/or cultural activities organized for people identifying as Lesbian, Gay, Bisexual, Transgender, Intersex (LGBTI) and/or other emerging sexual identities. InterPride is a non-profit 501(c)(3) organization incorporated in Texas, USA. InterPride is funded by membership dues, sponsorship and donations from individuals and organizations.

InterPride exists:
To promote Lesbian, Gay, Bisexual and Transgender Pride on an international level, to increase networking and communication among Pride Organizations and to encourage diverse communities to hold and attend Pride events and to act as a source of education. InterPride accomplishes its mission with Regional Conferences and an Annual World Conference (AWC). InterPride increases networking, communication and education among Pride Organizations by working together with other LGBTII and Human Rights organizations.

www.interpride.org

InterPride’s Vision
is a world where there
is full cultural, social
and legal equality
for all.

InterPride’s Mission
is to increase the
capacity of our network
of LGBTII Pride
organizations around
the world to raise
awareness of cultural,
social and legal
inequality, and to
effect positive change
through education,
collaboration, advocacy
and outreach.

WorldPride
licensed by InterPride Inc.

WorldPride promotes lesbian, gay, bisexual, transgender and intersex issues on an international level through parades, festivals and other cultural activities. WorldPride was first held in Rome in 2000. The focus of WorldPride is to highlight human rights and diversity on a global scale.

InterPride licenses the brand WorldPride to member organizations.

WorldPride 2000, Rome
WorldPride 2006, Jerusalem
WorldPride 2012, London

WorldPride 2014 Toronto
WorldPride 2017 Madrid
Organizational Structure

Our Members – Our Global Reach
With over 120 Pride organizations, our members come from diverse cultures and countries around the world. Pride events, parades and marches take place in a growing number of cities as more societies accept and embrace LGBTI people. Our members produce Pride events ranging from large, well-established parades with over 1 million participants to smaller, developing marches and celebrations. We have hundreds of members from all over the world and with them, our reach is truly global!

Regional Representation – Thinking global, acting local
InterPride has currently more than 30 Regional Directors representing the organization within their geographical areas. These Directors provide local Prides with resources, information and assist them by publicizing their event to an international audience. Regional conferences enable Pride organizers to network locally and learn from their peers who deal with the same social and political climate.

EXECUTIVE COMMITTEE and the REGIONAL DIRECTORS representing 20 world regions form the BOARD OF DIRECTORS
MEMBER PRIDE ORGANIZATIONS in 20 world regions nominate and elect Regional Directors and Alternate Regional Directors for their region. The members nominate the Executive Committee. The Board of Directors elect the Executive Committee members.

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InterPride Regions

Region 1 Mexico, United States (States: Arizona, California, Hawaii, Nevada, Utah)

Region 2 United States (States: Alaska, Idaho, Montana, Oregon, Washington, Wyoming)

Region 3 United States (States: Colorado, Kansas, New Mexico, Oklahoma, Texas)

Region 4 United States (States: Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin)

Region 5 United States (States: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia)

Region 6 United States (States: Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Washington DC (District of Columbia)

Region 7 Canada, (Provences: Alberta, British Columbia, Manitoba, New Brunswick, Newfoundland & Labrador, Northwest Territories, Nova Scotia, Ontario, Prince Edward Island, Quebec, Saskatchewan, Yukon Territory)

Region 8 Belarus, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Moldova, Poland, Romania, Russian Federation, Slovakia, Ukraine

Region 9 Anguilla, Antigua and Barbuda, Aruba, Bahamas, Barbados, Belize, Bermuda, Cayman Islands, Costa Rica, Cuba, Dominica, Dominican Republic, El Salvador, Grenada, Guadeloupe, Guatemala, Haiti, Honduras, Jamaica, Martinique, Montserrat, Navassa Island, Netherlands Antilles, Nicaragua, Panama, Puerto Rico, St. Kitts-Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, Turks & Caicos Islands, Virgin Islands (UK), Virgin Islands (USA)

Region 10 Guernsey, Jersey, Ireland, Isle of Man, United Kingdom of Great Britain and Northern Ireland (including England, Northern Ireland, Scotland and Wales)

Region 11 Aland, Denmark, Faeroes, Finland, Greenland, Iceland, Norway, Svalbard, Sweden

Region 12 Austria, Germany, Liechtenstein, Switzerland

Region 13 Belgium, France, Luxembourg, Monaco, The Netherlands

Region 14 Andorra, Cyprus, Gibraltar, Israel, Italy, Madeira, Malta, Portugal, San Marino, Spain, Turkey, Vatican City

Region 15 Albania, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Greece, Kosovo, Macedonia, Montenegro, Serbia, Slovenia, Turkey

Region 16 Algeria, Angola, Ascension, Benin, Botswana, Burkina, Burundi, Cameroon, Cape Verde, Central African Republic, Chad, Comoros, Congo, Cote d’Ivoire, Democratic Republic of the Congo, Djibouti, Egypt, Equatorial Guinea, Eritrea, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Mauritania, Mauritius, Mayotte, Morocco, Mozambique, Namibia, Niger, Nigeria, Reunion, Rwanda, St. Helena, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, Sudan, Swaziland, Tanzania, Togo, Tunisia, Uganda, Western Sahara, Zambia, Zimbabwe

Region 17 Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Falkland Islands, French Guiana, Guyana, Paraguay, Peru, South Georgia and the Sandwich Islands, Surinam, Uruguay, Venezuela

Region 18 Afghanistan, Armenia, Azerbaijan, Bahrain, Georgia, Iran, Iraq, Jordan, Kazakhstan, Kyrgyzstan, Kuwait, Lebanon, Oman, Pakistan, Qatar, Saudi Arabia, Syria, Tajikistan, Turkmenistan, United Arab Emirates, Uzbekistan, Yemen

Region 19 Bangladesh, Bhutan, British Indian Ocean Territory, Brunei, Cambodia, China, Heard and McDonald Islands, India, Indonesia, Japan, Korea North, Korea South, Laos, Macao, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Papua New Guinea, Philippines, Seychelles, Singapore, Sri Lanka, Taiwan, Thailand, Vietnam

What is a Regional Director?

A Regional Director is a member of the Board of Directors that represents a geographical region of the world. The term does not mean that the person elected or appointed to the position is to lead and ‘direct’ the organizations in the region. The person in the position serves the organizations in the region and InterPride.

**InterPride’s Regional Directors have two basic functions:**

1. **to be a representative of InterPride within their geographic region as defined by InterPride, and**
2. **to represent their geographical region on the InterPride Board of Directors.**

**Number of Regional Directors per region**

Each region may elect **2 Regional Directors** and **1 Alternate Regional Director** from its Full Member Organizations. No more than 1 Regional Director or Alternate Regional Director shall come from the same Organization.

The number of LGBTI Pride Event producing organizations in each region varies from none to twenty-five or more. As the regions can shift and the membership can change, InterPride set up the regional representation to stay somewhat constant at two directors per region. If a region has less than three member organizations, the Board can appoint the Regional Director. Once there are three or more member organizations, it is up to the regional members to elect their own Regional Director(s). A region can decide that only one is needed, but this is not suggested or preferred.

As the Regional Directors are representing more than one organization, it is necessary that the individuals representing the region come from different organizations. This ensures that one organization is not deciding everything for a region of many organizations. It also allows for a more diverse representation.

An **Alternate Regional Director** serves as a proxy vote for the region should one of the Regional Directors not be present for a vote. It has been proven very effective that when a region has one or two Regional Directors and an Alternate that the two or three work together as a team. No one should think that the duties and responsibilities of the Regional Director are for one person only. Sharing the work load and communicating with each other is an excellent way to serve the region fully. With that in mind, any time that this document refers to Regional Director in the singular or the plural it is meant to include all that have been elected (or appointed).
How long can a Regional Director serve?
Regional Directors shall be elected for a term of 2 years. The Regional Directors’ terms are set by the Bylaws of InterPride. It is suggested that the Regional Directors be elected in alternating years, which allows for continuity from year to year. Each region can determine if the Alternate will be elected to a 1 or 2 year term.

It is up to the region to determine when the election shall take place, and when the terms start and end. If the region has a conference, it is strongly suggested that the election takes place at the conference, with the term starting at the end of the conference. If the region does not have a conference, the Annual General Meeting is the next logical time for an election, but the term cannot start or end in the middle of the conference.

Term Limits
A Regional Director or Alternate Regional Director can serve no more than four (4) consecutive full or partial terms. This is the standard term limit for any position on InterPride’s Board. Term limits are in place so that the organization does not get stagnant with the same people in the positions of leadership for extended periods of time.

Regional Directors need to be registered
A Region’s Directors shall be registered in writing with the Secretary of the Organization upon their election or appointment. Once the region holds an election, it needs to be reported to the Secretary of InterPride. If the region has set up alternating terms, this responsibility should be for the continuing Regional Director and not a newly elected one.
This reporting ensures that the Board contact list is current. Also, if the person elected is new to the Board, they will be assigned an InterPride email address and be listed on the website as a contact for the region.

Election, Removal and Replacement by Regions
The Region should decide how it wants to operate. At minimum, the election, removal and replacement of the Regional Directors have to be defined. Suggestions for elections have been given above. Article V of the Bylaws states the election and replacement process for InterPride’s Executive Committee and a region may want to adapt this for their own purposes. Article VIII, Section 7 provides for the removal of any member of InterPride’s Board by the Board or the Membership. A region could adapt this for their use as well.
Duties and Responsibilities

As representative of the region, the region can assign duties to each Regional Director. Usually these duties are an expansion of the duties assigned by the InterPride bylaws. Examples are communication direction, a database of active Pride's in the Region, and possibly a website. Any duties assigned by the region should be by a resolution passed by the majority of the member organizations in the region. Any additional duties should become part of the Region's operating policies.

Advancing the mission and goals of the Organization
InterPride's mission is Article III of the bylaws. The section that pertains most to the Regional Director is Empowering and supporting Pride Organizations in their efforts of producing Pride Events. The Regional Director is an important liaison between the member organizations in the region to bring them together in mutual support. A Regional Director that is in constant communication with the organizations in their region will know which ones need support and which ones can provide the correct support. It is through this mutual support that empowerment is achieved.

Outreach to Pride organizations in their Region and representing those organizations’ views to the Board
The Regional Director it is meant to research out to and know of the organizations in their region that produce LGBTI Pride Events. This research should include any and all of organizations and events that would fit InterPride's definitions of a Pride Event. Some may already be members, some may not; some may be not-for-profit, some may not; some may only produce events, some may have a broader mission.

✔ Any Regional Director can request the organizations in their region from the InterPride database.
✔ Keep track of the organizations with a database. Build your list beyond InterPrides database, use any tools that you wish.
✔ Internet searches are an excellent way of obtaining information.
✔ An excellent source is the organizations that you already know. If you establish good relationships with the member organizations in your region, then they will be glad to inform you of an organization that you may not heard of yet.
✔ Growing new Prides, Reinvigorating Older Prides
✔ Use of member organizations is essential in the larger geographic regions, especially those with different languages within the region.

Know what’s going on in your Region
How we communicate

Communicate with the members and LGBTI community in your Region

Once you have established your method of keeping track of the organizations in your region, a regular form of communication to them should be established. This could be a simple email every couple of months. This regular communication from you should encourage the organizations to be in regular communication with you as the Regional Director. This two way communication will inform you in your interaction with the other board members and how you should represent and vote on behalf of the region. Members and other interested groups receive the regular InterPride E-Newsletter.

When representing the organizations views to the Board, do not ignore any information that you may have received from a non-member organization. If you value their opinion, they will be more inclined to become a member. Also, their concern may be an opening to new benefits that will bring them to membership as well as service those organizations that are already members.

Representing the organizations’ views to the Board does not stop at the Board meeting. A Regional Director needs to report to their region how the Board reacted to the views expressed, along with any business that was transacted.

Disseminating information to and from the Board, Executive Committee and member organizations in their Region

Keep the lines of communication open within the region to keep yourself aware of the many needs and concerns of the region. If some thing seems of importance, report it to the board, either in an email or at an in-person meeting. If there is a response, share it with the region.

As the region’s representative, the Regional Director is the voice of the region at board meetings. The Regional Director must be prepared to put their personal opinion, or that of their home organization, to the side if the majority of the region differs.

Sharing the Board minutes with the region is a good way to make sure that they are informed of board actions. However, minutes do not express the full meeting, so a report accompanying the minutes is advised. The report could contain highlights of discussions that lead to actions and votes. A Regional newsletter could also be a form of informing the organizations. In addition to reporting on the actions of the Board, a newsletter could include information from the organizations in the region. This would help to keep all informed of each others activities, as well as foster more networking. And, it might be another way to interest a non-member organization into becoming a member.
Promoting the existence of the Organization

There are many ways to promote InterPride and each Regional Director is encouraged to come up with their own ideas. One must be careful when promoting the organization so that people understand what it is that InterPride is and does.

InterPride is an association for Pride Organizers. Our membership is the organizations that produce those events.

Our service to the public are our website, Facebook page and brochures.

Inquiries from individuals about how to join InterPride may be a result of promotion that does not emphasize the organizations. The usual response to this situation is to encourage the individual to join their local LGBTI Pride Organization, or start one if there isn’t one locally. Individuals may participate in discussions on our Facebook page.

InterPride offers two brochures one portraing the organisation the other focusing on human rights. Both can be downloaded from the website for electronic dissemination or can be used to be printed locally.
Some have suggested an InterPride presence at various member events, in the form of a Marching Group or a Festival Booth. This is a questionable promotional device; if not handled properly you may get a lot of individuals wanting to join InterPride not understanding that we are a support network for the organizations that produce LGBTI Pride Events.

Another suggestion has been media releases. Again, this can be good if done properly. InterPride’s primary media spokespersons are the Co-Presidents. However, on the regional level, it could be the Regional Directors.

All information to the media has to be coordinated with the Communications Committee and be approved by the Executive Committee. One must use their own judgment as to when the media should be directed to the Co-Presidents or if the Regional Director can field the questions. When in doubt, default to the Communications Committee Chair or Co-Presidents.

Maintaining good relations with current members
Here again communication is key. It is important to remember that the Regional Director is the personification of InterPride to many people and organizations. How you work and act is a direct reflection of InterPride. This means that you should always respond quickly to any inquiry. Any and all communication from a member organization (or their representative) is important to that member organization (or representative) and you should treat it as such. The Regional Director is responsible to respond to the communication. If you do not have an immediate response, then acknowledge the communication and estimate a response time. The longer the delay, the worse InterPride looks.

Seeking out and recruiting new member organizations
In your promotion of InterPride and the outreach that you have done for the organization, you should be mentioning membership and the benefits thereof. This is where the personal communication with the potential member organization is necessary. While a newsletter or brochure has given them the general information, personal dialogue will answer any questions. This could even include a visit to the organization, either for one of their regularly scheduled meetings or to meet with a few of their leaders.

Stay in contact and respond timely
**Assisting the Treasurer in the collection of membership dues from member organizations in their Region**

All the information on InterPride’s website, and subsequently, its database, is provided by the organizations themselves. As a Regional Director, a gentle reminder of this is encouraged. This can be done towards the end or beginning of each calendar year. Since membership is according to the calendar year, this is the best time. For the member organizations in the region, a reminder to renew their membership is also encouraged. For the organizations that are not members, this would be another time to try and entice them to do so as they would receive a full year of benefits.

While paying for dues with credit card may seem the easiest way, it is not an option for all organizations. As InterPride is a US based organization, dues are charged in US dollars and the foreign transaction fee for some credit cards may be equal or greater than the dues the organization owes. For organizations whose dues are at the lower end of the scale, writing a check has its disadvantages as well. To assist these organizations the region and/or the Regional Directors can develop a plan for the dues to be collected regionally and then submitted to the Treasurer as a group. This could be facilitated through one (or more) of the larger, more financially stable organizations in the region or by the Regional Director’s themselves. The Regional Director could also collect the dues at a regional conference and submit them to the Treasurer. If the region is incorporated unto itself (i.e. Region 1/CAPI) the corporation could collect on behalf of the region and submit to the treasurer. This has worked well for Region 7/Fierté Canada Pride and the European Regions/EPOA as it avoids any currency conversion fees for the smaller/less affluent organizations.

As InterPride offers a **discount for membership renewal** in the first three months of the year, a Regional Director could request a list of paid and/or unrenewed organizations towards the end of February each year. Then the Regional Director would know who to contact individually about renewal and remind the organizations about the discount, which ends March 31. This list should also be obtained before the Regions Conference so that organizations could be encouraged to bring dues payments with them to the conference.

**Providing the Vice President of Member Services and Secretary with contact and other information on all Pride organizations within their Region for entry into the member database**

The Vice President of Member Services (VP/MS) is the primary caretaker of the database of all organizations; the Secretary maintains a roster of the member organizations. This clause is to assist them in their duties. While we rely on the organizations to submit their own information, if a Regional Director learns of an organization that hasn’t become a member they can give the contact info to the VP Member Services for entry into a database. This way the new organization will receive any general info that may be sent out. The Regional Director that has exceptional communications with the organizations in their region may be one of the first to know if there has been a change...
in personnel of a member organization. Sometimes, especially if the change was not amicable for one reason or another, information is not passed on. The new leadership may not know how to log on to the InterPride website, or as has happened in the past, not even know of InterPride. In addition to contacting the new personnel, the Regional Director can communicate this new information to the VP/MS and the Secretary so that our database is up to date as well.

Providing semi-annual reports to the Vice President of Operations to which they liaise on their activities and activities within their Region

The board meets in person twice a year, in March/April and October. For each of these meetings the Regional Directors are required to provide a report on the region. These reports should be submitted to the VP/Ops assigned to the region, who will then submit it to the full board with their report. In April, the reports are to be posted to the member website for all to see. In October they will be part of the Annual Report prepared by the Co-Presidents (which is also posted on the member site for all to see).

Regional Director’s Semi Annual Report

The Regional reports are to include:

✔ the number of LGBTI Pride organizations in the region
✔ how many of those are in the region’s database;
✔ how many of them are members of InterPride.

This section of the report could include any obstacles the Regional Directors are experiencing in convincing organizations to become members.

Activities in the region from the time of the last report.

This could be the number of member organizations that had events in the time period

✔ with attendance figures
✔ the regional conference, if it happened
✔ any outreach and/or promotion that the Regional Directors have done
✔ and any highlights or significant occurrences for the region or one of its members

This report is not for any of the Regional Directors to report on the activities of their own organization solely.
The Regional reports are to include the number of LGBTI Pride organizations in the region; how many of those are in the region’s database; and how many of them are members of InterPride. This section of the report could include any obstacles the Regional Directors are experiencing in convincing organizations to become members.

The reports are also to include activities in the region from the time of the last report. This could be the number of member organizations that had events in the time period, along with attendance figures; the regional conference, if it happened; any outreach and/or promotion that the Regional Directors have done; and any highlights or significant occurrences for the region or one of its members. This report is not for any of the Regional Directors to report on the activities of their own organization solely.

**Facilitating an annual conference within their Region**

As InterPride is a support and networking organization for the organizations that produce LGBTI Pride Events, a conference is one of our best tools. Many of our member organizations are not able to send delegates to the Annual World Conference, especially when the distance is great. This is why Regional Conferences are encouraged. It is the hope that the cost would be greatly reduced by attending a conference closer to home. Several regions have been holding conferences for many years and their procedures are fairly well established. Regions 10, 1, 5, 6 and 7 have been holding annual conferences for a number of years, Region 6 since 1988. There are people within those regions that can tell you about their procedures.

This clause is not to mean that the Regional Director’s own organization is to host a conference, though it might be the easiest way to get a one started if there is not one established. It is to mean that the Regional Directors are to do their best to make a conference happen. For the regions with established annual conferences, this is an easy task to fulfill as the people in the region usually make it happen. For those regions without an established annual conference, the task will be a bit harder, especially for the first one.

While an in person conference is the current model, usually of two to three days, it does not have to be the mold everyone is to follow. Many other professional organizations and companies are holding webinars these days. It may be more feasible to set up one, or more, webinars for the region, especially the larger geographical and multi lingual regions. Combining with another region for possibly reduced costs and higher attendance is also an option. EPOA holds an annual conference and it could suffice this clause for several of InterPride’s regions. Regions 3 & 4 have held joint conferences a couple of times as well.
How we operate

Attending or otherwise participating in meetings of the Board
To properly represent a region, attendance and participation at the Board meetings is mandatory. This is not limited to the two in-person meetings each year; it includes all board discussions by email or in Google Groups. One cannot represent unless they participate.

The Board can have several discussions and votes via email, and Google. It is important that the Regional Director reads all the discussion points. If there is time, the Regional Director can poll the member organizations of their region before the discussion is closed and a vote is taken.

InterPride understands that attendance in person can be an expense of time as well as money that not all can afford. The organization has addressed this problem with two possible solutions;

✔ Reimbursement for a portion of travel and accommodations and
✔ Procedures for participating electronically to the in-person meetings.

If the Regional Director can not attend the Mid-Year Meeting or the Annual World Conference, it is imperative that they make themselves aware of the electronic participation and the times of the meetings. If a person cannot attend these meetings with these possible solutions, they may want to reconsider if they are correct for the position.

Actively participating in at least one committee of the Organization
The work that the InterPride committees may be of personal interest to the individual, as well as relate to the organizations in the Regional Directors region. Serving on one of these committees will give a Regional Director perspective beyond their own organization and region.

InterPride has nine standing committees; several of these have subcommittees as well. These committees are the administrative arm of InterPride. Without them, the organization would not work well. While any one affiliated with a member organization can, and is encouraged, to participate in the committees, it is the board that is charged with making them functional. This is where the real work of InterPride is done.

The Regional Directors are free to choose which and how many committees that they wish to serve on, as long as it is at least one. The graphic above shows all the committees and sub-committees. For more specific information, please see the Methods and Standards Guide and/or the website.

Note the Board Involvement is recorded for review by the membership.
Working Committees and Subcommittees

- **Communikation, Marketing, Media – COM**
  is tasked with developing, maintaining and reviewing all aspects of communication and marketing programs and policies.

- **Conference Structure and Integrity – CISC**
  is tasked with overseeing business aspects concerning the Annual General Meeting and World Conference.

- **Finance – FIN**
  is tasked with assisting the Treasurer in reviewing the Organization’s accounting procedures and financial statements to ensure that they are in order and up to date.

- **Fund Development – FDC**
  is tasked with developing sponsorship, fundraising, and grant-issuing programs and policies.

- **Human Rights and Diversity Affairs – HRC**
  is tasked with identifying international human and civil rights standards and violations that relate to the mission and goals of the Organization.

- **Member Services – MSC**
  is tasked with assisting the Vice President of Member Services in all his duties (e.g. maintaining the database of all current and former member organizations).
  – **Alumni and Recognition**
    is tasked with the recommendation of policies regarding the recognition of the long-term commitment of individuals and member organizations to the Organization.
  – **Website (Technical)**
    is tasked with all technical aspects concerning the organizations website.

- **Methods and Standards – M&S**
  Maintaining, reviewing and providing recommendations regarding the Organization’s Bylaws, standing rules and other governing documents.
  – **Leadership Development**
    Matching potential candidates to the duties for Officers and Regional Directors.

- **Scholarship**
  is tasked with the review, development and recommendation of policies regarding the standards by which scholarships are awarded to attendees of the Annual World Conference.

- **WorldPride – WPC**
  is tasked with developing, reviewing and recommending rules regarding bidding and negotiation of any licensing agreement for the WorldPride event title.
Exercising and performing such other duties and responsibilities as may, from time to time, be assigned by the Board, these Bylaws and the other governing documents of the Organization. As with any paid or volunteer position, there are tasks and duties that arise that are not specifically defined in the job description, Bylaws or Standing Rules. Or, the organization may see a need for further duties and codify them in the Bylaws and/or Standing Rules of InterPride. Any Board member, including the Regional Directors must be prepared for this possibility.

Serving as a Regional Director is a commitment of time. It may also be a commitment of funds as well. While time is a personal commitment that only the person taking on the duties can fulfill, the expense is not. As the duties of the Regional Director are a team effort, so should the funding of the duties be. At this time, the individual in the position is expected to provide for some of their own expenses. Like with many member organizations, InterPride is not in a financial position to pay all expenses for all the members of the Board of Directors.

InterPride does try and treat all members of the Board equitably. Provisions for travel and accommodations for attendance at the Mid-Year meeting and the Annual World Conference are the same for all members of the board. Please refer to the Standing Rules for these policies.

It is hoped that the Regional Director’s home organization will assist with some of the expenses as well. InterPride does budget funds for the Regional Directors to use for outreach purposes. InterPride does not define what this is, but it could be done by the regions in their operating procedures. It would be reasonable to assume long distance phone calls and postage would be reimbursed. For other expenses it is advised to ask the Treasurer and the Co-Presidents before making the expense.

A region could also set up a fund to assist the Regional Directors in their duties. If this is done, it should be defined in the region’s operating procedures so that all agree on what it is, how it is funded and how the funds can be spent.

It is not the intention of InterPride to limit the board economically. One should feel free to make requests to anyone who might be willing to support a Regional Director in their duties.

As long as there are no restrictions or promises for actions attached to the financial source, it should be fine. A Regional Director could also put forward a request for greater funding from InterPride itself, should the need arise. All requests with reasons and outcomes will be considered.
### Suggested Schedule of Tasks

✔ **Year Round Networking/Communication with Members and Non-Members to increase awareness**

✔ **Attend monthly Board conference calls**

✔ **Vote intermittently**

#### January
✔ VP of Members Services sends out information about membership renewal

✔ Contact Member Organizations about membership renewal

✔ Contact Member/Non-Member Organizations about Regional Conference

#### February
✔ Attend/participate in Marriage Equality/Freedom to Marry Day Events

#### March
✔ Contact Member Organizations about renewal deadline

✔ Attend Regional Conference

✔ Submitt mid year RD report

#### April
✔ Attend Mid Year Meeting

#### May
✔ Attend/participate in Pride Events

#### June
✔ Attend/participate in Pride Events

#### July
✔ Contact Member/Non-Member Organizations about Annual World Conference

✔ Attend/participate in Pride Events

#### August
✔ Attend/participate in Pride Events

#### September
✔ Prepare Regional Report for the Annual Report

#### October
✔ Attend/participate in National Coming Out Day Events

✔ Attend World Conference/AGM

#### November

#### December
✔ Attend/participate in World AIDS Day Events

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*There are duties and tasks all year round*