
Professional Inspectors Forum Task Force

Purpose

The Professional Inspector's Forum Task Force aims to identify, develop, and present inspection-related content annually at the ACCT Conference.

Terms of Reference

1. Work with the Program Manager to submit the Presentation Proposal by the scheduled proposal deadline.
2. Identify the roster and roles each member will contribute to the task force.
3. Complete and submit the Presenter Agreement by the scheduled deadline.
4. Identify key topics by researching where the needs are for inspector education.
5. Develop Content.
6. Develop a timeline to ensure work progress.
7. Conduct a review of content to ensure accuracy.
8. Submit one newsletter article with a brief overview of the Pre-Con.
9. Present at the Conference.
10. Review session evaluations and adjust presentation as needed.

Task Force Structure

- Program Work Group Liaison
- Lead Presenter
- Co-Presenters
- Content Creators

Membership

- 5-7 members are to be appointed by the Program Manager with the assistance of the Program Work Group.
- Membership shall consist of individuals with industry-related experience pertaining to Inspector Certification.

Term Limit

- The Professional Inspector's Forum Task Force members serve at the pleasure of the Program Manager and the Program Work Group for a term not to exceed 18 months.
- The Professional Inspector's Forum Task Force will be an active group from May through February of each year.

Accountability

- The Professional Inspector's Forum Task Force is accountable to the Program Manager.
- The Program Work Group Liaison will update the Program Manager and the Program Work Group at their regularly scheduled meeting.
- The Chair will submit a report to the Program Manager and Program Work Group for the Fall and Winter Board Face-to-Face meetings.