ISTE Special Interest Group (SIG) Leadership Information Packet

2013

Visit iste.org/sigs for additional information
Special Interest Group (SIG) Mission and Vision

The Special Interest Group (SIG) Program consists of a set of robust peer-to-peer knowledge networks, each of which addresses specific topics of interest within the field of educational technology. SIGs serve as a platform for collaborative sharing and engagement, and in turn empower ISTE members with skills and perspectives to support ISTE’s mission of advancing excellence in learning and teaching through innovative and effective uses of technology.

Special Interest Groups advance the field by:
- Providing members with the ability to contribute to individual and collective expertise
- Expanding skill sets and professional perspectives through hosted professional development events and activities
- Sparking community engagement among members with similar interests and passions
- Sustaining an evolving forum of resource and information sharing and professional thought
- Advocating for the effective use of educational technology by showcasing exemplary work from the field and its impact on student learning
- Fostering the development of volunteers’ leadership skills and experience in a variety of professional areas

SIG Levels: Topic, Forum, and Division

ISTE’s SIG Program is a three-tier structure designed to allow SIGs to form, develop, and operate at the level that matches their size and interest. The three levels are Topic, Forum, and Division, and each has a different set of responsibilities and resources.

**Topic-level SIGs:**
The entry level for new SIGs is the Topic-level. These SIGs are loosely affiliated groups of members who discuss specific topics or leading edge innovations within the Ed Tech field. They are coordinated by a few leaders and convene at ISTE’s annual conference, plus informally stay in touch during the year. The changing nature of emerging technologies and topics means that there is a high degree of flux in this level, with groups forming and disbanding on a regular basis.

*Current Topic-level SIGs: 3D in Education (SIG3D), Arts Educators (SIGAE), Digital Equity (SIGDE), Digital Storytelling (SIGDS), Early Learning and Technology (SIGELT), Educational Technology Coaches (SIGETC), Independent Schools (SIGIS), International Schools (SIGIntS), Literacy (SIGLIT), Music and Technology (SIGMT), Science and Technology (SIGSci), Technology in Afterschool Programs (SIGTAP), Virtual Environments (SIGVE)*

**Forum-level SIGs:**
More structured than the Topic-level, Forum-level SIGs offer additional resources for activities and communication. Forum-level SIGs provide a combination of year-round and conference events and increased communication with members.

*Current Forum-level SIGs: Games and Simulations (SIGGS), Technology Coordinators (SIGTC), Online Learning (SIGOL)*
Division-level SIGs:
Division-level SIGs have established sets of programming, officer governance, and long-term goal-setting. Annually, Division-level SIGs produce significant member benefits that include regular member communications, an array of events and programming at ISTE’s annual conference, and year-round professional development opportunities for their members.

Current Division-level SIGs: Administrators (SIGAdmin), Computing Teachers (SIGCT), Innovative Learning Technologies (SIGILT), Interactive Video Conferencing (SIGIVC), Media Specialists (SIGMS), Mobile Learning (SIGML), Special Education Learning (SETSIG), Teacher Educators (SIGTE)

SIG Volunteer Leadership: Roles, Selection Process, and Timeline
Each Forum and Division-level SIG has a leadership team which is composed of 12 to 20 committee members, including three to six core leaders. This team is called the “SIGxx Committee.” Anyone interested in volunteering must submit information during the Call for Volunteers process and then be appointed to the SIG Committee. Topic-level SIGs leadership is not structured in the same way, but is more loosely organized by anyone interested. To explore volunteer opportunities with Topic-level SIGs, visit the SIG wikis at iste.wikispaces.net.

SIG Committee Leadership
Each SIG committee will include core leader positions of president, professional development chair, and communications chair, and may include additional leadership roles. All core leaders serve two-year terms, other than the president who serves a three-year term which includes one year as president elect, one year as president, and one year as past president. Anyone interested in a core leader position must first serve on the committee for at least one year. All core leader positions will be selected via private vote of the existing SIG committee.

SIG Committee Member
Purpose of the Role:
SIG Committee Members will assist the core leaders in planning, coordinating and conducting SIG activities as needed.

Duties and Responsibilities:
All members of a SIG Committee are expected to be self-directed and collaborative on tasks such as:
- Developing and distributing communications
- Facilitating networking among members
- Coordinating professional learning activities virtually year-round and in-person at ISTE’s annual conference
- Providing a collective voice for interest areas at national and international leadership events where education, government, and technology stakeholders convene to impact education technology worldwide

Time Commitment and Term Length:
The time commitment will vary each month but should average about five hours per month, including regular meetings of the SIG Committee. This is a one-year term position.
Leadership Selection Timeline for 2013:

**January 4-February 1:** ISTE members may submit interest in participating in a SIG Committee during the Call for Volunteer Participation at [iste.org/volunteer](iste.org/volunteer).

**March-April:** Existing SIG leaders review volunteer submissions and appoint new SIG Committee members.

**Late April:** New committee members will be notified of their appointments.

**May:** Existing SIG leaders will hold internal elections to determine new core leadership positions. New SIG Committee Member orientation is held.

**June 23-26, ISTE Conference:** Terms begin for new SIG committee and core leaders (attendance at the conference is NOT required).