**Job Description—AER Accreditation Council Members**

**According to the AER Accreditation Council Policy and Procedures Manual,**

Council members have two primary responsibilities, namely to:

a. Ensure that standards are current, relevant and reflect the highest level of quality.

b. Render final accreditation decisions.

Accordingly, Council members are required to:

(1)  Fully review the final reports of each pending accreditation in advance of casting an accreditation decision vote.

(2)  Ensure that policy and procedures are followed and announce any conflicts of interests that might exist prior to casting an accreditation vote and, if required, agree to be recused.

(3) Review, discuss, and uphold the integrity of each standard by casting an accreditation decision vote that merits and validates adherence to quality, continuous improvement and optimal client and student outcomes.

(4) Uphold the following guiding principles: accountability, transparency, outcomes focused, and provide fair and equitable consideration.

Term members serve a 3-year term and up to 2 consecutive terms.

Term members must have a minimum of 2 years of experience in the related and respective classification.

Every effort will be made to identify individuals to serve on the Council who are blind and those with low vision having experience related to administration, program management, accreditation, or certification.

For more information, see the link to the AERAC Policy and Procedures Manual on the website: ([**https://aerbvi.org/the-national-accreditation-council/**](https://aerbvi.org/the-national-accreditation-council/)).