

## **MEMBER'S ADVOCATE**

The Member's Advocate of CedarLight Grove, ADF, is a VOTED position. I have read and understand the duties required of me. Should I neglect to fulfill my duties listed below, I acknowledge I may be removed from my position, as well as be denied the ability to run for an appointed or elected position for a period of time to be decided by the Witan.

### **Duties:**

The Member's Advocate is assigned as the facilitator of disputes which may arise between members of Cedarlight Grove, ADF, when necessary and upon request by the Witan or the Membership. The Member's Advocate will also draft a report of said argument and outcome for the Witan Archives along with the agreed upon terms for settlement; the members involved may sign off for accuracy. The report is due within two weeks of the conclusion of the matter in question.

The Member's Advocate is **not** a licensed counselor (unless through the State of Maryland) and is not authorized to intervene unless specifically requested by a Member or by the Witan.

The Member's Advocate will help compile a list of resources for the Membership such as crisis counseling, Federal and State aid programs, available clergy members, etc.

### **Requirements:**

Must have reliable internet connection.

Must possess good communication skills.

Must attend at least 75% of Witan meetings per year.

The ideal candidate would have some experience with mediation, and be able to recognize warning signs of crisis within the membership.

As with Clergy, the Member's Advocate will respect the privacy of the Membership upon request; it is not automatically assumed. All disputes will be made known to the Witan, who are also expected to respect any requested privacy.

Must be able to facilitate discussion, especially in times in which emotions are high.

Must be well organized and approachable.