

**Call for Participation**

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| **Title:** | Openings in Standards Coordinating Council Outreach & Communications Working Group |
| **Issue Date:** | 22 July 2015 |
| **Primary Contact:** | Martha HillIJIS Institute44983 Knoll SquareAshburn, VA 20147703.726.4416martha.hill@ijis.org |
| **Responses Due:** | August 21, 2015 |

# INTRODUCTION

This Call for Participation (CFP) is an invitation for your organization and/or your members to submit an application for the Standards Coordinating Council (SCC) Outreach & Communications Working Group (O&C WG). This is the second of several SCC Working Group calls for participation. In the future we will be seeking participants for the Business, Technical, Security, Privacy, and Performance Measurement Working Groups.

Responses to this CFP must include the completed response document included herein. It is requested that respondents provide a resume as well.

Solicitation responses in Microsoft Word format only are due by 5:00 pm (ET) on August 21, 2015. Responses are to be submitted via email to martha.hill@ijis.org.

# BACKGROUND FOR THE STANDARDS COORDINATING COUNCIL

The Standards Coordinating Council (SCC) is an association of associations that have come together to achieve the common goal of providing overview and guidance to the public and private sectors on information sharing and safeguarding standards. The SCC was initially formed by the Program Manager for the Information Sharing Environment (PM-ISE) in accordance with the SCC Charter, as defined by the Information Sharing and Access Interagency Policy Committee (ISA IPC).

The SCC mission includes helping to:

* Identify high-priority standards activities that can be coordinated across standards development organizations (SDOs) for greater return on resources;
* Communicate stakeholder requirements to identify opportunities to develop or integrate technical and functional roadmaps;
* Coordinate governance processes across SDOs to streamline standards development activities and to enhance communication, collaboration, and consensus between standards partners;
* Coordinate outreach and training opportunities to reach a broader constituency; and,
* Coordinate private sector standards activities with federal governance bodies such as the Federal CIO Council.

# DESCRIPTION OF THE OUTREACH & COMMUNICATIONS WORKING GROUP

The mission of Outreach and Communications (O&C) is to drive the adoption of information sharing through the use of national standards. O&C is committed to presenting the SCC message and vision to key decision makers, agency executives, legislative and elected officials, Standards Development Organizations (SDOs), associations, members of member associations, and the general public through a strategy of consistent and effective communications. The O&C strives to use a variety of media to create awareness of, and increase enthusiasm among participants and stakeholder communities about the SCC mission. The goals of the O&C are as follows:

* Attracting broad stakeholder interest in the program;
* Increasing community involvement;
* Managing and facilitating active dialog with stakeholders;
* Creating consistent and repeatable messaging on SCC strategy;
* Assuming the primary role in the development, management, and dissemination of communications;
* Coordinating, planning, and administering SCC-related events and meetings;
* Organizing and coordinating the delivery of SCC training; and,
* Gain attention and support for efforts to improve information sharing and safeguarding standards.

# PARTICIPATION REQUIREMENTS AND SKILLS NEEDED

The expectations for participation follow:

* Spend up to one hour per month on the regular working group conference call.
* Provide review and input on working group issues.
* Participate in SCC meetings when necessary for accomplishing working group business.

# SELECTION CRITERIA

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| CRITERIA |
| 1. Must be an employee, or a Member/Associate of an SCC Member organization, i.e. ACT- IAC, AFEI, AFCEA, IJIS Institute, etc. For a complete list of SCC Members please see [www.standardscoordination.org](http://www.standardscoordination.org). Government organizations may act in an advisory capacity to the WG and may submit an application for consideration. |
| 2. Technically proficient in the topic area of technical product marketing and/or public relations. |

# RESPONSE SUBMISSION

| Item | Due Date | Notes |
| --- | --- | --- |
| CompleteResponse Submission | **5:00 pm, Aug. 21, 2015** | * Email to martha.hill@ijis.org.
* The form on the following pages and your resume must be submitted in accordance with the content requirements described in this CFP and by the date and time listed here.
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# ADDITIONAL RESOURCES

| Resource | Notes |
| --- | --- |
| Standards Coordinating Council Website | Find out more about the Standards Coordinating Council at [www.standardscoordination.org](http://www.standardscoordination.org). |



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| **CFP Title:** | Openings in Standards Coordinating Council Outreach & Communications Working Group |
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| **Candidate Name and Title:** |  |
| **Company Name and Address:** |  |
| **Candidate Phone, and Email:** |  |
| **Candidate’s Application is being submitted under which Association, Standards Development Organization or industry body? (i.e., ACT-IAC, IJIS Institute, OASIS, OMG, OGC, AFEI, etc.)** |  |

# Working Group Selection

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| *Description:* | *This section is an introductory statement about your CFP submission. Please explain why you are interested in participating in this committee.* |

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| I am interested in participating because\*:  |  |

# Skills/Experience

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| --- | --- |
| *Description:* | *This section is for describing the candidate’s skills and experience that can contribute to the Outreach & Communications working group as described in this CFP.* |

[Insert skills and/or experience here.]

# Candidate Resume

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| *Description:* | *On the following page, the candidate can insert a resume that includes information that supports the skills/experience items above.* |