



## Individual Expert Members

### Overview

The Board and Members of ALTE have decided to introduce a new membership category for ALTE – an **Individual Expert Member**.

In furthering the developments of the association, ALTE is introducing this category of Expert Members to those individuals in the field of language assessment who have had prior engagement with ALTE in some form. It is firstly to officially recognise the contribution these individuals have made to ALTE and to the wider language testing community. Secondly, it is a platform where the individuals can continue to contribute.

### What are ALTE's objectives?

Individuals becoming Expert Members will already be familiar with the work and mission of ALTE. ALTE's new constitution when it became a Charitable Incorporated Organisation in 2019 stated that its charitable objects were the following:

*The objects of the CIO are to advance the education of the public in general, and particularly among those with an interest in language assessment, language qualifications and language education, in Europe and elsewhere, in particular by:*

- 1. Promoting knowledge and raising standards in language assessment, language qualifications and language education;*
- 2. Setting language examination and qualification standards;*
- 3. Undertaking academic research and publishing the results online and/or in peer-reviewed journal articles;*
- 4. Accrediting language assessment, language qualifications and language education;*
- 5. Running courses, running conferences and providing consultancy relating to language assessment, language qualifications and language education.*

### Who can become an ALTE Individual Expert Member?

Potential Individual Expert Members are nominated by a current ALTE Member to a Trustee, who proposes this nomination to the whole Board of Trustees. A majority of Trustees must then agree before an invitation is made.

Expert Members are those who are seen as experts in the practice and research of language testing and education. They may have been a representative from an ALTE Member organisation in the past,

but have since moved to another organisation, gone freelance, or retired. Or, they may be a leading academic or practitioner in the field who has had some prior links with ALTE but does not come from an ALTE Member institution.

### **What do Individual Expert Members do?**

The expertise of different Individual Expert Members vary, and therefore their role within the association will also vary. This may be in specific ways, such as serving on the Board, a committee or project group; or as an auditor; or simply someone who ALTE might turn to for ad-hoc advice or to invite as a speaker or workshop leader at a conference.

Expert Members are welcome to attend ALTE Meetings and Conferences, just as 'regular' Members are.

### **Serving in Elected Positions**

Individual Expert Members can, but in no way are compelled to, stand for election to become a Trustee, a member of the Standing Committee, or the Secretary-General, as and when a vacancy arises. This is subject to an election by the Full Institutional Members of ALTE.

Individual Expert Members may not comprise a majority within the Board of Trustees or the Standing Committee.

Please note that Individual Expert Members do **not** have voting rights within ALTE.

### **Other Roles**

Individual Expert Members may also serve as Auditors (have gone through the process of auditor training and annual co-ordination). They may also serve on other Project Groups, Special Interest Groups and Working Groups according to the current ways and needs that ALTE tries to meet its charitable objectives.

### **How much time do Individual Expert Members need to contribute to ALTE?**

This depends on what role is taken, which can be as much or as little as is appropriate. Auditors and Members of the Board of Trustees, or the Standing Committee, may need to devote a small amount of time per week, making sure they can attend any necessary meetings or visits. On the other hand, some Expert Members will not need to regularly do anything, but may be invited for example to give a talk; or perhaps the Expert Member would like to offer to help meet ALTE's objectives in ways in which our current Members cannot.

### **What other ALTE documents might be useful to read?**

Individual Expert Members will probably be familiar with ALTE's work already to some extent, but the website [www.alte.org](http://www.alte.org) contains other material which would be useful to read, or at least know about.

In particular, all ALTE Members, including Individual Expert Members, should know about our [constitution](#). They also agree to subscribe to our original [Code of Practice](#) as well as our recently revised [Principles of Good Practice](#) document.

### **What information is made public about the membership?**

ALTE's website will have a page containing the names, professional titles and affiliations of our Individual Expert Members. A brief bio (max. 100 words) will also be displayed. Individual Expert Members have the right to update the information at any time by contacting the Secretariat, or to request that the information is not displayed.

### **What does it cost to become an Individual Expert Member?**

There is no annual subscription fee.

Just as other 'regular' members, Expert Members are asked to contribute €50 to the host organisation when attending a Meeting/Conference.

Additional expenses may be paid for by ALTE, depending on the circumstances, with agreement of the Board of Trustees.

### **How does an Individual Expert Member 'sign up'?**

Individuals invited to become an Expert Member by ALTE's Board of Trustees should sign a Membership Agreement. This document sets out the conditions for membership. It should be noted that Members have no liability in ALTE, and do not have any legal responsibilities for ALTE (unless they are also a Trustee.)

### **What is the length of service for an Individual Expert Member?**

There is no restriction on length of service as an Individual Expert Member, but the individual can resign from this position at any time (or, in unlikely circumstances, be dismissed in cases such as bringing ALTE into disrepute etc.).