



Association  
of Registered  
Interior Designers  
of Ontario

## Terms of Reference ARIDO Public Resources Committee

### **Committee Objective:**

The Public Resources Committee will focus on activities that align with and work to achieve select desired goals of the strategic plan. This includes developing a design fee guide, an evidenced-base ARIDO Public Resources Strategy, that will result in content related to educating the public that aligns with the strategic plan and approaches focused on public on the value of the scope of Interior Design and the profession as collaborators. It also includes goals that align with the organization's commitment to advance equity, diversity, and inclusion. It is expected that this Committee may liaise and consult with other committees as needed, in the delivery of their mandates. It is the objective of this Committee to build upon existing strategies deployed to date and recommend/develop new approaches that align with the current Strategic Plan.

### **ARIDO Public Resources Committee Responsibilities and Scope:**

The ARIDO Board of Directors has determined the scope and goals for this committee as follows (in order of importance):

1. Complete the Design Fee guide for review by Practice Advisory Committee, members, and APDIQ for contribution
2. Develop an evidence-based ARIDO Public Resources Strategy & Plan by researching best practices, case studies, and leveraging market research, that considers the following:
  - a. Broadly effective strategies and tools that will result in content that will educate the public that aligns with the strategic plan and approaches focused on public on the value of the scope of Interior Design and the profession as collaborators
  - b. Conducting research to further strengthen the following proposed initiatives by assessing their potential impact, identifying leading practices, and recommending effective implementation approaches:
    - i. Real life experiences and sharing client stories from an end user of space and human experience perspective.
    - ii. Education content and promotional materials focused on the value, scope, and contribution of Interior Design and Registered Interior Designers.
    - iii. Marketing guide / elevator pitch per sector.
    - iv. Consumer guide
    - v. Promotion of inclusive and fair procurement practices related to Requests for Proposals (RFPs).
    - vi. Education of interior designer's legal rights to submit for permit.
    - vii. Showcasing what the profession does.
    - viii. Education of the benefits of businesses working with interior designers.
3. In collaboration with operations team, execute the ARIDO Public Resources Strategy & Plan

### **General:**

- Deliver monthly reports to the ARIDO Board of Directors.
- Liaise and consult with other ARIDO Committees as necessary for the fulfillment of their mandate.

### **Detailed Volunteer Responsibilities:**

The detailed mandate of this committee is as follows:

- Work with staff to develop proposed approaches and strategies in meeting their scope and mandate.
- Assist where practice related insight, oversight or content may be required.

### **Detailed Staff Responsibilities:**

The ARIDO Staff will be responsible for:

- Coordinating committee meetings.
- Minutes that document action items and decisions.
- Working with the Chair(s) in drafting proposals that require approval by the ARIDO Board.
- Lead any operations or logistics required to execute the scope and deliverables.
- Liaise with other staff as required to execute the scope and deliverables.

### **Reporting:**

This Committee reports directly to the **ARIDO Board of Directors**.

The Committee has no formal decision-making authority and brings forward **recommendations** for Board consideration.

### **Chair(s) of the Committee:**

The committee will have a Chair(s) that is a current voting Director(s) on the ARIDO Board of Directors.

### **Structure:**

- The Committee shall consist of 5–7 volunteers
- Membership should strive to include students, interns, early-career professionals, and diverse perspectives, including equity-deserving groups

Committee meetings will be chaired by the Committee Chair. The ED will assign ARIDO staff to provide administrative and operational support.

The Chair will:

- Set agendas and chair meetings
- Determine consensus and assign tasks
- Act as the primary liaison to the ARIDO Board
- Ensure inclusion of the Charter of Respect at the start of meetings

### **Qualifications:**

This Committee shall consist of 5-7 volunteers. Members of this Committee may be ARIDO members in good standing.

### **Term:**

- One-year term, reaffirmed annually by the ARIDO Board

- Members may be replaced upon expiry of their term
- Members may be removed after three (3) consecutive missed meetings, in accordance with ARIDO policy

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Next Scheduled Date for Review: March 2027