

PRESIDENT-ELECT

Purpose: Assume the duties of the president of the Association in the event of his/her absence or disability. Assist the president in carrying out the duties and responsibilities of his/her office.

Specific Duties and Responsibilities:

- Serve as a member of the Board of Directors and the Executive Committee.
- Attend team meetings assigned by the president, and assist the president in the performance of his/her duties whenever requested to do so.
- Assume the office of president in the event of death, disability, removal from office, or resignation of the president.
- Represent the Association to other associations or organizations when requested to do so by the president.
- Review the appointments of chairs, vice chairs and members of the teams with the succeeding president and the corporate executive officer.
- Appoint vice chairs of teams for the subsequent year, as set forth in the Association's approved Strategic Plan for the subsequent year. These appointments for the subsequent year shall be made following the annual meeting.
- Install local association officers when invited to do so or when directed by the president.
- Serve as an ex officio member of the Strategic Planning Team.

Reporting: To the Leadership Team and the Board of Directors.

Staff Liaison: Chief Executive Officer