



Board Role Description

Position: President

Reports To: National

Position Summary: Responsible for execution of Chapter Vision/Mission in support of IASA strategic goals. Ensures strong leadership and execution of business plan, financials and event strategy and succession planning of chapter. Overall business operations, member engagement and communications with National on initiatives and compliance. President should be ex officio member except of Nominating committee.

Specific Responsibilities:

- Manages schedule and agenda for board meetings and chapter activities in partnership with Secretary
- Provides leadership and guidance to board of directors to ensure properly run meetings and execution of chapter initiatives. Hold board members accountable to their responsibilities and acts as a coach and mentor for leadership development
- Spokesperson on behalf of the chapter at events and formal communications
- Liaison between National and chapter to ensure strong partnership, communications and cohesive vision and mission. Encourages participation in trainings and chapter calls.
- Supports President Elect in nominations and succession planning to ensure synergy during transitions of boards
- Serves on the nominations committee as per bylaws.
- Works with Treasurer to ensure an annual budget is prepared and submitted to National timely and supports efforts of overall financial management.
- Ensures adherence to all chapter bylaws/policies, Roberts rules of order in partnership with IPP
- May serve as part of the Chapter Advisory Council as directed by National
- Recruit future board members through succession planning processes