

President Emeritus

Position Summary:

The President Emeritus serves in an advisory role to the president, president elect, and chapter as a whole, and provides guidance and expertise as a knowledgeable member of the Board of Directors (BOD). He/She advises on past practices and operations in accordance with the chapter bylaws. Upon request, he/she assists officers in performing their duties.

Time Commitment:

Term: One year, following term as president

Estimated Time Requirements per month:

- Attending board meetings: 2 hours plus travel time
- Attending monthly chapter meetings: 3 hours plus travel time
- Performing other duties: 2 to 4 hours

Responsibilities:

- Serves as acting president if both the president and president elect are unavailable
- Supports the president and president elect in achieving chapter goals
- Advises chapter officers on relevant issues
- Participates in the development and implementation of short-term and long-term strategic planning for the chapter
- Participates in succession planning and assists in recruiting new board members
- Ensures that successors for all positions are identified and properly trained in advance of assuming the position
- Prepares submissions for Chapter Excellence Award nominations, if applicable
- Prepares the Chapter Affiliation Requirements (CARE) report for the year during which he/she served as president
- Represents the Chapter professionally and ethically in all business functions and organizational activities
- Serves as a member of the Nominating Committee
- Serves as a member of the Financial Review Committee
- Signs checks on the Chapter's account, if needed

- Maintains active membership in ATD National and the Local Chapter
- Attends BOD meetings, Chapter meetings, and Strategic Planning Meetings
- Supports membership and attendance goals as determined by the BOD
- Complies with the Chapter's By-Laws and understands his/her responsibilities under the By-Laws
- Assists other BOD members with tasks as needed including the tasks of vacant BOD positions
- Trains and mentors the President-Elect