

## JOB DESCRIPTION

### PRESIDENT

**Term:** One year term

**Method of election:** Chapter wide election

**DUTIES:**

Preside over meetings of the Board of Directors.

Facilitate and maintain development of Chapter direction/vision/policies and procedures.

Oversight and consultation with Office Manager.

Mentor President-Elect.

Head the delegation to the Delegate Assembly.

Consult with and update the vice-President on a regular basis.

Give assignments to officers and board members.

Interpret board policies and decisions to memberships.

**EXPECTATIONS:**

Participate in NASW activities.

Regular contact with board members and committee chairs.

Attend all board meetings.

Conduct the business of the chapter in accordance with chapter by laws.

Participate in decision making process to fulfill the mission of the chapter.

**MINIMUM QUALIFICATIONS:**

Member of NASW International Chapter

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