

Position Title: President

Position Summary:

Serve as an appointed/elected member of the Chapter leadership. Provide leadership to the local Chapter consistent with state, regional, and SHRM policy, strategies and objectives. Effectively operate the Chapter so that the needs of the members are met. Perform other duties as required by the local Chapter's bylaws. Serve as a voting member of the State Council, up to a maximum term of five (5) years on the Board.

Responsible To:

The members of GMA SHRM
State Council Director

Position Responsibilities:

- Conduct the business of the Chapter in accordance with the Chapter bylaws and serve as chairperson of the Chapter's Board of Directors.
- Lead Board of Directors.
- Preside over the activities of all officers and directors, as well as standing committees, to ensure the accomplishment of Chapter goals, objectives, and strategies.
- Monitor the use, accounting, and handling of the Chapter funds.
- Participate in/lead the development and implementation of short-term and long-term strategic planning for the Chapter.
- Attend State Council meetings and actively participate in State Council matters. Provide information to state council as an elected representative of the Chapter. Appoint proxy to attend State Council meetings when unable to attend.
- Maintain communication with the State Council Director and the SHRM Regional Team.
- Communicate state, regional and/or SHRM's goals, policies, and programs to Chapter members. Represent the State Council to local Chapter leaders and the membership.
- Coordinate and/or write regular President's Message for Chapter newsletter.

General Board Responsibilities:

- Present regular updates to the Board.
- Complete respective area of responsibility of the Chapter Achievement Plan (CAP).
- Represent the Chapter in the human resources community.
- Attend all GMA SHRM Board meetings.
- Maintain SHRM membership for term of office.

Last Updated: 3/19/2008