

PRESIDENT- ELECT

Leadership Expectations

Management	Leadership Skills
<ul style="list-style-type: none"> • Strategic Planning: work with the board to create and execute a 3-Year Strategic Plan and Annual Business Plan • Advise, support and develop board of directors in executing initiatives • Assist in chapter budget development • Mentor the leadership development processes to support succession planning • Target and mentor future leaders • Transition with incoming President-Elect • Schedule one on ones with Vice Presidents to discuss future vision 	<ul style="list-style-type: none"> • Facilitation • Collaboration • Delegation • Organization • Mentoring • Coaching • Teaching • Financial Responsibility • Motivational • Conflict/Resolution • Execution

Term: One year or as determined by the Board of Directors and Chapter Bylaws. (Three Year Commitment to the whole Office of the President)

Qualifications:

- Member in good standing with service (when possible) in a Board position
- Knowledgeable of the activities/affairs of the chapter
- Willing to give the time, energy, talents and enthusiasm required of the position
- Previous service when possible in two of the following positions: Vice President of Membership, Vice President of Finance, Vice President of Education

Specific Responsibilities:

- Serve as direct support to the Chapter President
- In the absence of the President, perform the duties of the President with the powers of and subject to all the restrictions upon the President
- Serve as voting member of Board of Directors, Executive Committee and Budget and Finance Committee

- Serve on the Nominating Committee to develop a slate of qualified board members for the following year
- Develop and implement a leadership succession/mentoring program
- Ensure the chapter adheres to minimum chapter standards as prescribed by MPI
- Act as coach, advisor and counselor to board members and committees
- Attend monthly board meetings, chapter events and committee meetings
- Report on the strategies, successes and challenges of assigned committees to Board
- Support and defend policies and programs adopted by the Board of Directors
- Conduct transition meeting with successor
- Responsible for ensuring the fiscal responsibility of the committee(s) to which position is assigned
- Perform other duties that may be delegated by the President and/or the Board of Directors
- Complete Board Trainings through MPI Global

Reports to: President

Time Commitment:

- Regular attendance at monthly meetings, official chapter activities and functions; Board meetings and Executive Committee meetings
- Attendance at Board retreats
- Attendance at Chapter Business Summit
- Attend President Elect Global Calls
- Attend All Hands Global Calls