

PRESIDENT – ELECT Roles and Responsibilities

1.0 OFFICE AND TERM

- 1.1 A natural progression of the President-Elect to the position of President occurs after a one-year term.
- 1.2 The term of President-Elect is one year.
- 1.3 This position is elected at the Spring Annual General Meeting.
- 1.4 This position must be an AIHA National member in good standing.
- 1.5 This is a voting position of the Alberta Local Section Executive.
- 1.6 Designate at meetings or events: selected from the executive as necessary

2.0 SCOPE

- 2.1 Participate in the meetings of the Local Section Executive Committee.
- 2.2 Plan and carry out their responsibilities (as per the Local Section Calendar of Activities) for the year.
- 2.3 Act on behalf of the President during his/her absence.
- 2.4 Attend such orientation or training session as may be provided in preparation for the succession to the office of President or upon vacancy in the office of the President during the normal term.
 - 2.4.1 This typically includes attending the AIHA National Leadership Conference in late February or early March.

3.0 RESPONSIBILITIES

- 3.1 The specific responsibilities of this role are outlined in the Local Section Calendar of Events. The primary responsibility of this role is to plan and organize the Spring AGM in conjunction with the Education Director, who is planning the Spring PDC.
- 3.2 Every attempt should be made to have the educational component of the AGM be eligible for CRBOH and ABIH maintenance points.
 - 3.2.1.1 This requires at least 6 hours of educational content per day.
- 3.3 Forward copies of all pertinent correspondence to the Secretary.

4.0 COMPENSATION

- 4.1 This role shall receive no direct monetary compensation for their work. In addition this role will not obtain monetary or other compensation from an external source for work or material generated by their duties in this role.
- 4.2 In return for their work, this role shall have their yearly membership fee waived.
- 4.3 For their involvement in organizing the Spring PDC and AGM, this role will have fees waived for those sessions.
- 4.4 This role, at the discretion of the executive, can have fees for other Symposia, Technical Sessions or other events waived.