



Immediate Past President

The **Immediate Past President** serves on the Board of Directors and on the Executive Committee for the year immediately following his/her presidency.

The involvement of the Immediate Past President is essential for a smooth transition in Chapter management and operation. His/her advice helps the Chapter maintain institutional knowledge and supports the incoming President.

Specific Responsibilities:

- Advise the President
- Serve on the Board of Directors and on the Executive Committee
- Perform special assignments as directed by the President
- Assume the responsibilities common to all Officers and Directors
- Recruit leaders and volunteers for the Chapter
- Oversee the preparation the Chapter Excellence Awards entry
- Oversee the completion of the Year-End Financial Report

Past Presidents Council:

- Invited to join the Past Presidents Council
- May serve as Chair of the Council the year following the Immediate Past Presidency
- The Council reviews chapter activities for the year and makes recommendations for the following year with a formal performance audit

Time Commitment:

- 2-5 hours a week
- Attend monthly committee meetings
- Attend monthly board meetings and some events.