

Job Description and Expectations

Member at Large

(Three seats)

Purpose

To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of NASW so as to support the organization's mission and needs.

Term

Three Years

Method of selection

Statewide election by NASW members

Time Commitment

Moderate

Meetings and time commitment

- Board of Directors meetings
- Additional meetings as needed
- Attend NASW sponsored events

Duties

- Represent the issues identified by members
- Participates in discussions on all chapter related issues
- Promote member attendance at Chapter events
- Serve on one of the following committees: PACE, Ethics, Continuing Education, or Legislative
- One member will Co-Chair the Chapter's Annual Conference
- When requested, write articles for the Chapter's newsletter
- As a voting member participates in decision-making process to fulfill the mission of the Chapter
- Serves on committees as directed by President

Expectations

- Attend and participate in meetings on a regular basis
- Review agenda and supporting materials prior to board and committee meetings
- Assists with developing and supports the strategic planning process
- Actively serves on committees or task forces
- Suggest possible nominees to the board who can make a significant contribution
- Follow conflict of interest and confidentiality policies
- Submit completed committee reports on time to the Secretary
- Be proactive to membership concerns that can be addressed by NASW
- Become familiar with the fiscal and budgetary needs of NASW
- Financially support NASW in a manner commensurate with one's ability.
- Understand the policies and procedures of NASW

Qualifications

- Active member of NASW in good standing
- Leadership experience and prior activity in NASW Hawaii Chapter (preferred)
- Able to listen, analyze, think clearly and creatively, lead and work well with people individually as well as in a group

Date Reviewed

July 14, 2012

Date Approved by Board

July 14, 2012