



DNA PRESIDENT-ELECT

[Four-year commitment-one year as President-Elect followed by two years as President and one year as Past-President]

SUMMARY: Assumes the responsibilities of the president in his/her absence or when delegated and performs special functions as assigned to assist the President in performing the functions of that office. Serves on the Board of Directors and the Executive Committee.

SPECIFIC RESPONSIBILITIES

The following responsibilities are in addition to those of a Board member.

1. Serves as a member of the Board of Directors and the Executive Committee.
2. Works in collaboration with the President.
3. Serves concurrently as an elected delegate to the ANA House of Delegates and special meetings.
4. Serves as alternate delegate to the Center for American Nurses.
5. Serves as the liaison to the Delaware Student Nurses Association.
6. Performs other duties as requested by the President.
7. Actively participates in committees and ad-hoc committees.
8. Evaluates position at completion of term.

TERM OF OFFICE

Elected by the members for a one-year term as President-Elect. This term is followed by two years as President and one year as Past-President. No officer may serve more than a total of six consecutive years; an interval of two years must elapse before the individual is eligible to be nominated again for an office.

QUALIFICATIONS

Must be a Full Member of DNA and may not concurrently serve as an officer or director of another organization if such participation might result in a conflict of interest with DNA. Must have basic knowledge of parliamentary procedures and have familiarity with the DNA Bylaws and other rules of the organization.

TIME COMMITMENT

The following is an estimate of time spent in fulfilling the duties of this office:

1. Attends DNA Membership Meetings at the Fall and Spring Conferences.
2. Attends DNA Board Meetings as called by President with a minimum of four meetings a year.
3. Attends Executive Committee Meetings as needed.
4. Meets with the President and Executive Director at intervals to gain knowledge and skill necessary to assume the office of President.
5. Attends Committee Meetings as needed to familiarize herself/himself with the function and goals of each.
6. Participation in the ANA House of Delegates.