

Past President – Roles & Responsibilities

Description

Immediate former elected volunteer responsible for oversight of the chapter and the board in accordance with chapter policies and bylaws.

Roles and Responsibilities

- Maintain continuity in the chapter to help to ensure smooth board transitions.
- Assist the board of directors with strategic policies.
- Proactively support and promote the work within the board.
- Assume the role of mentor for the president.
- Assist the president in liaison with PMI when required.
- Assume the position of chair for the nominating committee.
- Lead and direct the elections process.
- Provide ethics enforcement and guidance at the board of director's level.
- Support conflict resolution.
- Outreach with past presidents.
- Develop and implement a succession and transition plan.

Business Acumen Skills

- Diplomacy
- Human Resource Management
- Parliamentary Procedures (i.e. Robert's Rule of Order)

Power Skills

- Coaching and Mentoring
- Conflict Resolution Skills
- Persuasion/Motivation Skills
- Skilled in Strategic Planning and Process Execution
- Team Building Skills