

POSITION DESCRIPTION

Executive Committee – Past President



The Past President serves, as a right of office, in an advisory capacity to the newly-elected President so as to provide for a smooth transition into the presidency. The experience and knowledge of Local Association practices and procedures gained while serving as President are further utilized to assist the general operations of the Local.

DUTIES

1. Calls and presides over meetings of the Election and Resource Committee.
2. Acts as Chief Returning Officer and Chief Scrutineer of elections for the Local.
3. Manages the election of members for committees of the Local during meetings of the Council of School Representatives.
4. Calls and presides over meetings of the Constitutional Interpretation Committee.
5. Serves as a member on the Finance Committee and Resolutions Committee.
6. Acts in an advisory capacity to the President and Executive Committee.
7. Attends Local Executive, Council of School Representatives and General meetings.
8. Advertises to members and recruits members for vacancies for Executive offices or committee positions as they occur.
9. Performs other duties as requested by the President or Local's needs.

TERM OF OFFICE

Until such time as the current President leaves office.

REIMBURSEMENT

As per Local Policy 4.B.4 Executive Committee members shall receive \$35.00 per meeting to a maximum per diem of \$70.00 plus travel expenses for attendance at meetings where they are acting in the capacity of their position.

As per Local Policy 4.B.16 If a former Local 38 President is no longer an active ATA member and is asked to serve as Past President for the Local, the Local shall reimburse the Past President for the cost of the ATA Associate membership required in order to be able to fill that position.

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