

**WSGNA
Leader Position**

President-Elect; President; Past-President

Making a three-year commitment, the president-elect serves a one year term and automatically becomes president upon completion of that year or a vacancy in the office of president. Following the year of president, this individual serves as immediate past president.

Eligibility:

- Voting member of WSGNA prior to nomination.
- Background in management, organizational skills desired.
- Familiar with WSGNA bylaws.
- Must have served as a Director, Secretary, Treasurer, or Education Planning Committee member of a WSGNA Regional Conference prior to nomination per WSGNA bylaws.

Responsibilities and Duties of

The President-Elect:

- Attendance is expected at all meetings of the Regional Society and all Regional Society board meetings.
- Shall automatically accede to the presidency when the Regional Society's President's term ends.
- Shall become acting WSGNA President and assume the duties of the office in the event of the President's absence, disability, or resignation.
- Shall serve as an advisory member without vote on WSGNA standing and special committees and shall also perform such duties as may be delegated by the WSGNA President, or the WSGNA Board of Directors.
- Attendance at the annual fall SGNA Leadership meeting in Chicago is recommended.
- Attendance at the annual SGNA education course and the House of Delegates meetings with the WSGNA President is recommended.

The President:

- Attendance is expected at all meetings of the Regional Society and all Regional Society board meetings.
- Serves as official representative and spokesperson of the Regional Society.
- Presides at all meetings of the Board of Directors and Regional Society.
- Works closely with the SGNA and the regional board members to manage the affairs of the regional society.
- Mentors president-elect and other WSGNA leaders.
- Serves as an ex-officio member of standing and special committees except for Nominations and Elections.
- Appoints all committee chairs and members for the presidential year (except nominations and elections) with the approval of the Board.
- Submits reports of presidential activities to the Board of Directors at every board meeting.
- Submits an annual report of the regional society to the regional society and SGNA Board of Directors.
- Writes columns for WSGNA Newsletter (Presidential Message).

The Immediate Past President:

- Attendance is expected at all meetings of the Regional Society and all Regional Society board meetings.
- Shall automatically accede to the past presidency when president's term ends.
- Serves as Chairperson of the Nominations and Elections Committee
- Serves on the Scholarship committee
- Serves as educational liaison to the Board of Directors. This includes collaboration on any educational efforts sanctioned by the Board of Directors. Examples include regional and multi-regional offerings. Shall mentor and communicate with the planning committee members for regional conferences and report progress to the Board of Directors.
- Serves as mentor to the president, providing leadership, support, and counsel as needed.

Time Commitment: May be as much as 4-8 hours a week depending on the business of the regional society. Travel may be 11-14 or more days per year to Regional events, National Educational Conference, multi-regional event, leadership conference, 4-6 business meetings. Timely response to board of director email communications is essential.

General Leadership Characteristics:

- Committed to and enthusiastic about the mission statement, goals, and strategic plan of the regional society.
- Inspires confidence and support among the leaders and motivates others to take constructive actions.
- Is fair, open minded, and objective, and utilizes appropriate information and sound judgment to formulate board policy and make decisions.

- Organized and able to meet timelines.
- Communicates clearly, effectively, and positively; is an effective and confident public speaker.
- Communicates effectively with individuals in small groups.

Travel:

In both the president and president-elect terms, travel to represent WSGNA before its various publics may include:

- SGNA Annual Course/House of Delegates Meeting (7-8 days).
- Regional Society Spring and Fall Courses with Business Meetings (1-2 days).
- Board of Director Business Meetings (4-6 times a year; one day each time).
- Multi-Regional Educational Conference (3 days).
- Leadership Conference (2 days) for the President-Elect.

During the Immediate Past-President term, travel to represent WSGNA may include:

- Regional Society Spring and Fall Courses with Business Meetings (1-2 days).
- SGNA and Multi-regional conferences optional.
- Board of Director business meetings (4-6 times a year; one day each time).
- Travel to one or two planning committee meetings with the hosts of both the Regional Spring and Fall WSGNA Courses, serving as the liaison to the Board of Directors.

Revisions/reviews approved by WSGNA Board of Directors: 1/19/05, 11/01/08, 4/13/13, 1/21/17, 18July2018