

President Position Description

General Duties

- Oversee the general business of the organization.
- Represent PARID in all activities (meetings, conferences, events, etc) except those expressly prohibited by law, or by the organization's By-Laws.
- Actively promote and represent PARID by attending local functions, including public forums relating to interpreting issues and the Deaf community.
- Be actively involved in a local district.
- Provide an annual state of the organization report to the PARID membership.
- Provide annual reports to the RID Region I Representative and the RID National Office as prescribed in the affiliation requirements.
- Co-sign all PARID checks except those expressly prohibited by law, or by the By-Laws.
- Submit articles to the PARID News quarterly.
- Appoint members to committees.
- Serve as an ex-officio member of all PARID committees.
- Participate in the PARID Board Yahoo group.
- Respond to all mail, email, and telephone correspondence in a timely manner.
- The President shall have such other powers and perform such other duties as may be prescribed by the Board of Directors.

Board Meeting and General Meeting Duties

- Preside during all PARID board and general membership meetings.
- Submit a written president's report to the PARID board in preparation for each regular board meeting and annual membership meeting.
- Approve the draft of the minutes following the meetings prior to distribution.

Regional Duties

- Participate in the RID Region I Presidents' Council.
- Submit reports to the Region I Representative for publication as requested from RID.
- Participate in the RID Affiliate Chapter President's list serve.

DOCUMENT HISTORY

Established ??/198?
Revised 05/2007
Revised 05/2009