



## **NAHU Board of Trustees Job Description**

### **Immediate Past President**

#### **Bylaws:**

#### **ARTICLE VI - Duties of Officers, Section 7.**

Section 7. The Immediate Past President shall serve as an advisor to the Executive Committee and Board of Trustees, and perform other duties assigned by the President, the Executive Committee, or the Board of Trustees.

#### **Commentary:**

The primary role of the immediate past president is to serve at the discretion of the president and serve as needed. Additionally, it is the responsibility of the immediate past president to chair the Personnel, Nominations and Elections Committees.

- Respond to member inquiries and complaints.
- Meetings:
  - Board of Trustees
  - Executive Committee
  - Personnel Committee (Chair)
  - Nominations Committee (Chair)
  - Election Committee (Chair)
  - Harold R. Gordon Award Committee
  - Budget Meeting (October)
  - Annual Convention
  - Capitol Conference
- Provide for the accountability of leadership