



NAHU Professional Development Committee Chair

The Professional Development Chair is appointed by the President of NAHU.

The purpose of the committee is to identify key areas of the market in need of course development that will be of value to the NAHU membership. The chair will work in coordination with NAHU's CEO, the legislative council and advisory working groups along with NAHU's Education staff to accomplish its goals. The chair's primary goal is to increase membership and chapter revenues by promoting education value. Ultimately this committee, along with improving the knowledge and expertise of the members by providing quality education, it is also providing a source of revenue and membership growth for state and local chapters.

The chair will:

- Provide reports and updates to the Board of Trustees and manage communication to the Regional Vice Presidents, Professional Development committee members and state/local chapters through monthly calls and electronic communication in coordination with staff liaison regarding professional development offerings.
- Develop a suggested education plan for the year that includes schedules for speakers, CE seminars and forum discussions which serve as a blueprint for local association PD chairs
- Communicate marketing efforts to members and chapters with rebate and revenue opportunities.
- Make recommendations to the National Board on industry/ member needs covering new subject matter relevant to industry trends
- Make recommendations on topics and speakers for the NAHU Learning Institute in coordination with leaders of NAHU advisory groups (Legislative, LTC, Medicare, etc.)
- Make recommendations for the Annual Convention Professional Development Day regarding topics and format

NAHU Staff liaison

- Develop online continuing education programs (content review & speaker recruitment and platform design).
- Manage student services
- Responsible for department budget and education segment of the overall association strategic plan approved by NAHU Board.
- Manage NAHU's CE administration and approvals through 50 state Department of Insurances
- Manage all aspects of education sessions for national meetings (schedule, CE administration, sponsorships, speaker fees, invoices and billing). Development and maintenance of online speakers' bureau. Board of Trustee's Staff liaison to the Long- Term care, Worksite Marketing and Disability working group advisors. Staff liaison to the Education Foundation board (education project development).