



## President-Elect

### Position Summary:

Serve as an “understudy” to the State Council President. Work with the State Council President to establish policy, strategies, and objectives consistent with SHRM Board policies. Provide guidance to elected and volunteer staff who are responsible for accomplishing State and SHRM objectives.

### Responsibilities:

- Serve as a voting member of the state council and is expected to attend and participate in all meetings of the council.
- Attend additional State Council Meetings, such as Strategic Planning or training sessions.
- Represent SHRM by conducting all activities in accordance with the National and State code of ethics and conduct, and by using sound business principles and judgment in conducting all SHRM-related business.
- In the absence of the State Council President, manage the affairs of the Council.
- Promote the State Council and the profession by personal appearances and speaking engagements before SHRM chapters and other organizations within the state.
- Participate in conference calls to represent Council leadership as applicable.
- Participate on Executive Committee and Steering Committee for State Conferences.
- Plan State Leadership Conference and oversee the implementation details.
- Attend the Regional Council Business Meeting and Volunteer Leader Business Meeting.
- The President-Elect may not serve on any other board or State Council.
- Perform duties as requested by State Council President.

### Requirements:

- Must be a SHRM member in good standing. SHRM and/or HRCI certification highly desirable.
- Serves a two-year term beginning the first day of January and ending the last day of December.
  - Year 1: Even
  - Year 2: Odd