



## President, Board of Directors Position Description

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<b>Position:</b>	President of the PIHRA Board of Directors
<b>Reports To:</b>	SHRM State Council Director and the PIHRA Membership
<b>Collaborates With:</b>	PIHRA CEO (staff), Elected PIHRA Board Officers
<b>Term:</b>	Two-Years

### Purpose

The board president provides leadership to PIHRA consistent with state, regional, and SHRM policy while ensuring the association remains financially viable and successfully achieves its strategy and goals. In collaboration with the CEO, the board president ensures the effective operation of the organization, ensuring PIHRA fulfills its mission and commitment to members and the human resources community in Southern California.

### Responsibilities

- Conducts the business of the chapter by the chapter bylaws and serves as chairperson of the chapter's board of directors.
- Presides over the activities of all officers and directors, as well as standing committees, to ensure the accomplishment of association goals, objectives, and strategies.
- Monitors the use, accounting, and handling of the chapter funds.
- Chairs all meetings of chapter officers and members.
- Participates in and/or leads the development and implementation of short-term and long-term strategic planning for the association.
- Represents the chapter in the human resources community.
- Attends state council meetings and actively participates in state council matters.
- Serves as a voting member of the state council and provides information to state council as an elected representative of the association. Appoints proxy to attend state council meetings when unable to attend.
- Maintains communication with the state council director and the SHRM Regional Team.
- Communicates state, regional and/or SHRM's goals, policies, and programs to chapter members.

### Qualifications

To perform this position successfully, an individual must be:

A current voting PIHRA member in good standing and remain so throughout the term.

A previous or current volunteer serving in any one of the following positions:

- A voting member of the PIHRA Board

- A voting member of a PIHRA Chapter Board
- A member of a standing committee or an ad hoc committee of the Board of Directors

The requirement of serving as a previous PIHRA volunteer, as noted above, may be replaced by demonstrated volunteer leadership and/or board experience with another professional association or similar non-profit.