

# Regional Association Council

**Position Description:** RAC President

**Basic Function:**

Consistent with the Regional Association Council's policies and strategic plan, the president guides the Council in its work as outlined by the scope of work defined by the RAC board of directors.

**Responsibilities:**

- Serves as the official spokesperson of the Regional Association Council.
- Attends all RAC meetings.
- Plans board and Council meetings and agendas with staff. Presides over these meetings.
- Reviews and approves the board meeting summary prepared by staff immediately following each in-person meeting.
- Approves reports of Council meetings before their distribution.
- Approves reports on Council activities, including requests to the PPAI Board of Directors for action.
- Maintains records and relevant information on Council work. The president must be sufficiently informed to interact knowledgeably with other Council members and staff.
- Evaluates Council efforts and communicates accomplishments to the Council and to PPAI leadership.
- Provides input on board officer nominations to Nominating Committee chair.
- Responsible for soliciting people for RAC delegate positions and to recommend people for RAC board service.
- With staff, develops a work plan that will allow the Council to effectively and efficiently discharge its responsibilities for the year.
- Works with staff to ensure that the work of the Council is carried out between meetings.
- Moves members toward participation and decision making.
- Where appropriate, guides the Council in proposing products and services that will further the goals and objectives of the organization.
- Where appropriate, makes policy recommendations to the board of directors.
- Accepts and supports the Council's charge.
- Exercises leadership.