

Director at Large

- (1) Each of the non-officer members of the Governing Board will have liaison responsibilities with committees and projects in an area of chapter concern. Such areas are membership, education, conservation/environment and activities.
- (2) Board members serving as liaison to a committee or project shall provide a conduit for information between this group and the Board.
- (3) Each liaison shall attend meetings of the committee or project and maintain good communications with the group's director or chair. When possible the liaison shall arrange for coverage of meetings that he or she is unable to attend.
- (4) The liaison shall see that each group in his or her responsibility shall have at least a simple Action Plan with key dates and actors indicated. The liaison shall see that the Action Plan is regularly reviewed and updated and that the Board is provided with a copy of the updated plan.
- (5) The liaison shall see that all projects and committees under his or her purview shall operate within the chapter by-laws and other directives of the Board including financial requirements. In cases of possible conflict the liaison shall see that the situation is taken to the Board for their action or clarification.
- (6) The liaison, working with the group director or chair, shall see that the project or committee receives the maximum in Board and membership support.
- (7) Nothing in this job description shall prevent a liaison director from acting as a committee or project member, including service as director or chair