

FPA Silicon Valley

President

Job Description and Expectations

Purpose: To lead and facilitate the chapter board of directors in successfully running the chapter while staying true to our mission and vision.

Major responsibilities and events:

- Plan and facilitate 10 board meetings a year
 - Work with Executive Director to hone agenda from input received from board members
- Plan and facilitate 10 chapter meetings a year
 - Programs is responsible for the speaker for each meeting and works out logistics with the Executive Director. However the President should be aware of any important emerging or ongoing issues and deal with them.
- Maintain ultimate responsibility for any issues that arise: Delegate as appropriate. Take direct action as necessary
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Length of term: 1 year/3 year. 1 year as President. But this is really a 3 year commitment with one year each as President-Elect, President, and Chairman

Expectations of board members:

- Attend and participate in meetings on a regular basis, and special events as able.
- Participate on ad-hoc committees as necessary.
- Be alert to community concerns that can be addressed by FPA SV mission, objectives, and programs.
- Help communicate and promote FPA's mission and programs to the community.
- Understand the policies and procedures of FPA SV.