

## Vice President for Leadership Development

The Vice President for Leadership Development is an appointed position by the Chapter President. It is strongly recommended that this person be a Past President who fully understands the roles and responsibilities of the Executive Committee, and all positions and activities of the Chapter.

Responsibilities include:

- Serve as the Chairman of the Chapter Nominating Committee.
- Complete and submit reports as required by the Chapter President.
- Select and appoint 2 additional members to serve as members or your committee.
- Arrange and preside at meetings of the Leadership Development committee which are deemed necessary to complete selection, training and or mentoring leadership selectees.
- Maintain liaison with the President and Executive Committee on all areas of Leadership Development responsibilities/taskings.
- Identify future state/chapter leaders.
  - Determine desired leadership competencies and criteria to measure performance against.
  - Identify the people and observe their behavior in small group settings if possible.
  - Introduce and provide leadership training.
  - Provide leadership development programs, mentoring programs, career and succession planning.
  - Assess the performance of those selected to determine if they would be good candidates for future advancement. Give honest, constructive feedback to the President, Executive Committee and fellow members.
  - Recognize individual, interpersonal and organizational barriers to change and use.
  - Establish/assist in an awards program for those who have done a good job.
  - Insure that all required/set/defined/term limits to Chapter Officer positions are enforced. This will provide for a continual supply of "new blood" and new ideas in these positions and assist in removing the "leader" and "follower" designations for members, thus removing the static factor within the State/Chapter Organizations.
- Maintain a Continuity Folder of how this job is performed. This will assist the successor in learning this job