

Immediate Past President Job Description

Position:	Immediate Past President	
Purpose:	Support and Assist Current President	
Status:	Executive Board Member	
Term of Service:	1 Chapter Year (April 1 – March 31)	
Oversight by:	Board of Directors	
Duties:	<ul style="list-style-type: none"> • Serve as Officer Rep and/or chair a committee as well as serve on other committees, as needed to extend experienced leadership • Assist current President in developing inexperienced volunteers • Volunteer to accept responsibility for special projects through year to lessen load of current president • Be available to current President to field questions or handle concerns and situations that may arise • Support current President in membership transition to new leadership 	