



## Open Leadership Position: President-Elect

### Description:

The president is the Association's chief elected officer. For three years as president-elect, president, immediate past president, she/he serves as an ex officio voting member of the Governing Council, the Executive Board and its Executive Committee.

Serving in the capacity as president-elect, president and immediate past president offers the opportunity for a diverse set of leadership opportunities; these opportunities, in turn, require a major time commitment. The president *does not* preside over affairs of the Governing Council, the Executive Board or the Association staff; these roles are filled by the Governing Council speaker, the Executive Board chair and the executive director, respectively.

**In all three years**, members of the presidential trio are expected to:

- Attend all three in-person meetings of the EB (see Financial Commitment).
- Participate on Executive Board Committees.
- Attend interim Executive Board telephone meetings.
- Attend telephone meetings of the Executive Board Executive Committee, which functions as a leadership team between Executive Board meetings.
- Participate in other typical activities of Executive Board members.
- Organize and chair a special session at the Annual Meeting.

Expectations specific to the **President-elect** year are to:

- Serve as chair of the Executive Board's leadership appointments effort (i.e. process for designating members to serve on various Association-wide boards and committees)
- Appoint the chair of the Action Board and chooses its members from among names submitted by the Sections.
- Speak to the Section chairs-elect at their annual meeting at APHA headquarters.
- Make certain designations and performs other functions that the APHA Bylaws specify.

Expectations specific to the **Presidential year** are to:

- Serve on the Annual Meeting Planning Committee.
- Serve ex officio on Association-wide awards committees.
- Serve on the Nominations Committee for Association-wide elected offices.
- Speak at the annual meetings at about one-third of the 54 APHA state and regional Affiliates.
- Participate in National Public Health Week events.
- Participate in multiple APHA-sponsored events during the Annual Meeting — including the opening and closing sessions, certain award programs, and others.
- Author a column for each of the 10 issues in *The Nation's Health*.

- Represent APHA at other *ad hoc* engagements or initiatives as opportunities arise.

In many cases, before committing to run for office, individuals seek permission from their employers and make arrangements for administrative leave time. Academicians may use sabbatical leave to fulfill their duties in this office. After the person elected to the president-elect position ends their service as president, she/he may be asked to assist APHA in the role of past-president.

### **Period of Service:**

For the coming period, the president-elect begins service in November 2017, after the APHA Annual Meeting; begins serving as president in November 2018; and serves for one year as past-president beginning November 2019.

### **Eligibility:**

All active members of APHA are eligible to apply as a potential nominee for candidacy for the position of president-elect. Persons considering submitting an application are expected to: have a substantive track record of leadership within APHA and within the field of public health; have good interpersonal management skills; be knowledgeable about APHA's structure and function as well as policy; be able to set aside the significant time needed to commit to a great deal of committee work that includes at least four webinar/conference calls and three face-to-face meetings per year; as participate in designated meetings in the days prior to and during the full period of APHA's Annual Meeting. Experience on a non-profit board is desired but not necessary, and experience with governance or previous leadership position desired but not necessary.

### **Financial Expectations:**

The President-Elect, President, and Immediate Past President can expect the following:

- APHA will cover your traveling expenses to attend the two in-person meetings per year in Washington, D.C. (January and May according to APHA's travel policy). These usually cover the designated hotel, air or ground travel, meals, and appropriate out of pocket expenses.
- APHA will also cover the two nights for the Executive Board meeting preceding the Annual Meeting (Usually Wednesday and Thursday nights) hotel accommodations, meals (Thursday and Friday), and appropriate out of pocket travel expenses related to the board meeting. Executive Board members are responsible for their Annual Meeting conference registration fee, travel expenses, meals (Saturday through Wednesday) and hotel accommodations (Friday to Wednesday) to attend the Annual Meeting.
- As with any governing board, there is an expectation Executive Board members will participate in the association's development efforts annually within the individual's comfort level.