



Regional Representative Position Description

Position:	Regional Representative on the PIHRA Board of Directors
Reports To:	PIHRA Board President and the PIHRA membership
Collaborates With:	PIHRA CEO (staff), Elected PIHRA Board Officers
Term:	Two-Years

Purpose

Regional Representatives are responsible for supportive collaboration with the chapter chairs and boards in their region. Through their relationships with chapter officers and members, they will represent the PIHRA experience and values throughout their region.

Responsibilities

- Communicates and provides expectations for standard operating protocols to chapter boards.
- Provides and supports onboarding materials, and training of new board officers.
- Role models and informs leadership expectations of the organization to new chapter chairs, vice chairs, and chapter board officers, as appropriate.
- Meets with chapter boards in their region regularly ensuring that best practices across the organization are shared.
- Attends chapter monthly board meetings (2-3 hours).
- Participates in the PIHRA annual volunteer leadership summit.

Qualifications

To perform this position successfully, an individual must be:

A current voting PIHRA member in good standing and remains so throughout the term.

A previous or current volunteer serving in any one of the following positions:

- A voting member of the PIHRA Board
- A voting member of a PIHRA Chapter Board
- A member of a standing committee or an ad hoc committee of the Board of Directors

As noted above, the requirement of serving as a previous PIHRA volunteer may be replaced by demonstrated volunteer leadership and/or board experience with another professional association or similar non-profit.