

# NATIONAL EMERGENCY NURSES ASSOCIATION



Board Policy	Job Description – Past President/Elect
Number of Pages	1
Approval Date	February 2016
Past Revision Dates	November 2000, January 2016
Next Revision Date	November 2018

## JOB DUTIES

1. Assumes the office of President in the event of the President's resignation or inability to perform duties during his/her term.
2. Performs duties as delegated by the President.
3. Reviews and revises policies and other NENA documents.
4. Assists with review and revision of governing by-laws.
5. Standing member of NENA Conference Committee.
6. Term of office – begins July 1 the year of appointment.
7. This role involves at minimum 6 - 8 hours per week. It is expected that you will attend all NENA in person Board meetings, monthly teleconference meetings, the AGM and National Conference.

## QUALIFICATIONS

- Current NENA member, in good standing
- Active involvement in NENA whether National or Provincial, in the preceding 2 years.
- Must hold a current RN license in Canada and be actively working in emergency care.