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**OFFICE**: Director at Large

**BYLAW DUTIES**: The Director at Large shall:

A. Represent the North, Central or South region of the state as described in the bylaws.

B. Report proceedings from the Board of Directors to the districts in the region that you are representing.

C. Report proceedings from the districts in the region that you are representing to the Board of Directors.

D. Be a voting member on the Board of Directors.

**ELECTION**: Members who have been in good standing in the Association for at least two (2) years immediately preceding the election are eligible. The position will be elected biennially, Southern and Northern District at Large in odd numbered years and Central District at Large in even numbered years. The elected candidate assumes office on the 1st of the month after announcement of election results.

**RESIGNATION**: Letter of resignation is sent to the Chapter Board of Directors.

**DISMISSAL**: The Director at Large may be dismissed by the Board of Directors for failure to attend meetings, failure to fulfill responsibili­ties and non-compliance with policies and procedures. Appeal of the dismissal must be submitted in writing to the Board of Directors.

**ADDITIONAL RESPONSIBILITIES**:

1. Fulfill the general responsibilities of members of the Board of Directors.
2. Attend Board of Directors and Chapter Business meetings.
3. Maintain communication with the District Chair(s) and individual committee members as warranted.
4. Report information from Board of Directors meetings to his/her District Chairperson(s).
5. Prepare Board of Directors report updating the Board with information from local district(s) represented by the Director at Large.
6. Report at meetings of the Board of Directors.
7. Report at local district meetings if present for the meeting.
8. Assist district committee represented by Director at Large with upcoming meetings, courses, fundraisers, PT Day of Service.
9. Assist District Chairperson represented by Director at Large with annual elections.
10. Attend Indiana Chapter Spring and Fall Conference Meetings.

**BENEFITS:** By contributing governance and visionary leadership you help the Chapter move forward in accomplishing our mission. You may also advance your knowledge and skills in business management through your participation on a Board level as well as training opportunities and interaction with Chapter staff.

**TIME COMMITMENT:** 4-6 hours per month. Attendance recommended at local district meetings, INAPTA Fall and Spring Conference, BOD meetings.

**QUALIFICATIONS:** Must be an INAPTA Member in good standing. In order to be successful good organizational skills are needed and a basic knowledge of computers is required for reporting and email purposes.

**EVALUATION:** The INAPTA Board President will contact you prior to the end of your term for feedback on your experience as a volunteer leader. This will be used to update job descriptions and orient future INAPTA leaders.