



TECHNOLOGY DIRECTOR

Function

Monitors, evaluates and advocates, on a continuing basis national, state and local activities concerning the use of information technology to facilitate better communication and resource availability for the state council as well as throughout the volunteer leadership of SHRM. Serves as the Web Master for the Council.

Responsible To

The State Council Director

Responsibilities

1. Serve as a voting member of the MNSHRM State Council
2. Attend and participate in all Council meetings.
3. Serve as a resource for the State Council in the use of technology to improve record keeping and informational transfer with local chapters, at-large members, and SHRM staff.
4. Coordinate efforts in encouraging the development of consistent standards to facilitate better sharing of data at all levels of the leadership structure.
5. Serve as the webmaster for the State Council and as a web resource for the local chapters.
6. Act as a liaison between the Council, local chapters, and the web host, graphics providers, MNSHRM Executive Director, and other technical individuals providing services to the council and local chapters.
7. Ensure resources are available to better coordinate web-based communication and resource sharing between the Council and local chapters.
8. Represent the volunteer leadership of the state to better communicate to SHRM staff the types of computer and technology related services that could assist volunteer leaders in furthering the goals and objectives of SHRM.

Term

- Serves a two-year term beginning the first day of January and ending the last day of December with no term limits.
- Appointment is made by the state council director.

Requirements

- Knowledge of the basics of web design and internet hosting and service delivery.
- Must be an SHRM member in good standing.
- SHRM certification highly desirable.