



STATE CONFERENCE DIRECTOR

Function

Serve as an appointed member of the State Council and is responsible for managing all activities relative to running an annual state conference.

Responsible To

The State Council Director.

Responsibilities

1. Serves as a voting member of the State Council and is responsible for attending and participating in all meetings of the council.
2. Report to the state director on a regular basis concerning state conference planning activities within the state.
3. Appoints qualified individuals to manage specific functions related to the state conference.
4. Provide leadership and direction to state conference committee chairs and members.
5. Monitor all activities related to the state conference, including conference budget.
6. Perform other duties as assigned by the State Council director.

Term

- Two-year term beginning January 1st of the year prior to the state conference they are responsible for and running through December 31st of the year in which the state conference is conducted.
- Appointed by the State Council director,

Requirements

- Must be an SHRM member in good standing.
- SHRM certification highly desirable.