

PRESIDENT

The President is the chief executive officer of the Chapter. The President shall have general charge and supervision of the business of the Chapter and shall exercise or perform all the powers and duties usually incident to the office of the President. Responsibilities include:

- Preside over monthly Board meetings.
- Coordinate the Consent Agenda for all Board meetings. The Board Report should be sent to the Board at least three (3) business days in advance of the Board meeting. Upload consent agenda and the Board Report to the CREW electronic filing system in a timely manner.
- Attend CREW Network Leadership Summits held in the Winter, Spring and Fall (in conjunction with CREW Network Convention & Marketplace) as chapter delegate. Registration, travel expenses, meals and the cost of hotel room are paid by CREW Nashville.
- Prepare the agenda and content for the Annual Meeting.
- Prepare agenda for Chapter Meetings in conjunction with Program Director and deliver the welcome remarks and announcements at all regularly scheduled Chapter events and meetings.
- Plan, schedule and preside over the Member Board Retreat scheduled no later than the tenth (10th) month of the year.
- Assist the President-Elect in planning the Incoming Board Retreat scheduled no later than the tenth (10th) month of the year.
- Understand and communicate the mission and operations of CREW Nashville and CREW Network to members.
- Propose issues to undertake and implement strategic initiatives as identified by the Strategic Plan Director and approved by the Board.
- Serve as the point of contact for outside entities that wish to do business with CREW Nashville.
- Solicit nominations for CREW Nashville Chapter Awards (if applicable) and CREW Network Impact Awards.
- Serve as member of Nominating Committee.
- Additional responsibilities as included in CREW Network playbooks.