

# CASN PRESIDENT ELECT

## JOB DESCRIPTION

### Role and Responsibilities

- *Co-chairs the annual State School Nurse Conference with the President*
- *Attends the NASN conference as CASN representative*
- *Serves on the nomination committee*
- *Acts for the President in his/her absence*
- *Chairs the By-laws Committee*
- *Maintain active membership in NASN/CASN unified*
- *Attends all Board Meetings*
- *Assists the President in duties as assigned*
- *Review By-Laws annually and present recommendations to the Board at the January meeting*
- *Responsible for Outgoing Executive Board officer recognition awards at the fall workshop*
  - *Executive committee receives plaques*
  - *Committee chairs receive framed certificate*
  - *Other awards as approved by the Board*
  - *Awards should be ordered 2-3 weeks prior to Fall Conference from The Awards Shoppe in Aurora, 720-870-3199*