



Past President

Position Summary

Advise the president and other officers and members of the board of directors regarding past practices, general operations, and other matters to assist in the smooth operation of the chapter.

Responsibilities

- Act as advisor to chapter board of directors regarding past practices and operations in accordance with chapter's bylaws.
- Upon request, assist officers in performing their responsibilities.
- Upon request, assist president and president elect in selection a list of nominees for future board positions.
- Participate in the development and implementation of short-term and long-term strategic planning for the chapter.
- Represent the chapter in the human resources community.
- Attend all monthly membership and board of directors meetings.

Responsible To

- The members of the chapter
- The chapter president
- The board of directors

Resources Available

SHRM supplies the following resources for chapter exhibitor chairs

- Award Programs (Pinnacle, etc.)
- SHRM Affiliate Program for Excellence (SHAPE)
- Chapter Best Practices
- Chapter Position Descriptions
- Fundamentals of Chapter Operations
- SHRM Strategic Planning Toolkit