

### **MADHVS/Area Chair**

Shall be a support as well as a resource to any member or prospective member within the designated geographic area.

Shall represent their geographic area by appointment by the President.

Shall serve on the Board of Directors.

Shall conduct at least three meetings per year for all area members and encourage other informal meetings.

Shall orient and be a mentor to new members and a resource and catalyst for all area members in order to share interests, problems and concerns.

Shall communicate with all area members to determine news, views and concerns and relay these to the Board of Directors.

Shall try to be aware of and advise the membership chair of all personnel changes within the area.

Shall welcome new DVSS within the area and encourage membership in MADHVS. Shall call new members and invite them to attend a MADHVS meeting with area chair or designated DVS.

Shall perform other duties as requested by the President.

Shall submit a written report to the President at the annual meeting.

Shall submit any records to successor within thirty (30) days of end of term and be available to orient successor.

Shall submit a written report to secretary at all meetings.

*Revised 3-18-04*

*Revised: 10/09*