



JOB DESCRIPTION

President – AAF - Austin

The responsibilities of the President include:

- Preside over the general operations of the club, adhere to the club bylaws and execute all actions on behalf of the Board of Directors
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- Recognize that the BOD is the controlling voice of the organization
- Assure regular communications with all members of the Board of Directors, club officers, club members, District 10 designees and AAF headquarters
- Call and preside over all Executive Committee meetings, Board of Directors meetings, finance committee and meetings of the general membership
- Serve as Chairman of the Board of Directors
- Serve as Chairman of the Executive Committee
- Serve as the Chairman of the finance committee and supervise the club treasurer
 - Oversee the annual budget
 - Assure fiscal stability of the club
 - Have the power to co-sign checks
- Appoint all committee chairs
- Appoint all non-elective positions
- Attend all regular meetings and events of the club
- Attend the annual AAF National Conference
- Represent the club at AAF district meetings
- Report information, initiatives and programs to the board of directors
- Report information from Conventions and Conferences to the board of directors