PENNSYLVANIA SCHOOL BOARDS ASSOCIATION

DUTIES AND RESPONSIBILITIES OF ASSOCIATION OFFICERS AND AT LARGE REPRESENTATIVES

Officer Position: At-Large Representative

Term of Office: Staggered Terms until 2015, then Three Years

Date of Last Update: April 12, 2014, effective January 1, 2015.

Authority: PSBA Bylaws, Article III, Governing Board and Article IV, Officers and At Large Representatives, provides for the positions of three at large representatives to serve on the Governing Board of the Association. The following listing identifies the duties and responsibilities of this position as noted in PSBA's Bylaws, Policies, and traditional operating practices.

An At-Large Representative shall:

1. Serve as a voting member of the PSBA Governing Board and attend all Governing Board meetings. (Article III, Section 1)

2. Represent on the Governing Board the East, Central or West section of Pennsylvania from which elected. (Article III, Section 1)

3. Attend the annual conference and other PSBA statewide programs.

4. Participate when requested and attend when possible Regional meetings and events.

5. At the request of the president or Executive Director, represent the Association in matters affecting the membership and/or other organizations and associations, and perform such other duties as may be deemed necessary and appropriate. (Article IV, Section 5)

6. Represent and advocate accurately the beliefs, policies and positions of the Association as reflected by the adopted resolutions and legislative proposals of the Association's membership, Delegate Assembly, Governing Board, and Executive Committee of the Board. (Article IV, Section 5)

7.   Maintain informal contact with the Regional Directors within the respective section represented (East, Central, West) to increase awareness of concerns and issues.

8.   Interface with the Member Relations Coordinator(s) and other At-Large Representatives to share information.

9.   Serve, as needed in an advisory capacity to the Executive Director.