

## **Position Description for Section Director**

As approved – September 12, 2000

1. Represents the Montpelier Section and its interests on the GMC Board of Directors.
2. Serves on the Section's Executive Committee.
3. Attends quarterly GMC Board of Directors meetings.
4. Stays informed about club and Section issues, programs, and activities.
5. Serves on one or more club-wide GMC committees.
6. Communicates with Section members throughout the year on issues under discussion by the GMC Board of Directors. This communication may take the form of oral reports to the Executive Committee, oral reports at membership meetings, columns in the Section newsletter, and conversations with individual Section officers and members.
7. Solicits input from Section members on GMC issues.
8. Reports to the Section membership at the Section annual meeting on issues addressed by the Board of Directors.
9. Alerts Alternate Director if unable to attend GMC Board of Director meetings, so he/she can attend for the Montpelier Section.