

# Leadership Positions

## PARLIAMENTARIAN

An expert in parliamentary procedure who sits next to the presiding officer during meetings. The parliamentarian speaks to the assembly only when requested and may provide explanations or advice, but not rulings, which are always made by the presiding officer.

## EDITOR

Responsible for the clarity and accuracy of content that is published or broadcast. Publish the Oregon Trail newsletter and disburse to members 4 or more times a year.

## ADMINISTRATIVE SECRETARY

Performs basic clerical, organizational and office responsibilities. In charge of registration for events.

## BYLAWS COMMITTEE

Review STATE by-laws to determine accuracy and alignment International.

## FINANCE COMMITTEE

Establish guidelines with respect to the investment of all funds, prepare the annual budget and provide an annual audit. The budget shall be submitted to the Executive Board for review.

## MEMBERSHIP/EXPANSION

Study and make recommendations related to membership problems. Necrology and membership reports shall be the responsibility of the committee. The committee shall receive and evaluate the recommendations of persons proposed for honorary membership and submit the names of qualified candidates for vote. Keep current all member communication information (address, phone numbers, email).

## NOMINATIONS

The committee shall review nominations for State and International positions.

## EDUCATIONAL EXCELLENCE

This committee shall promote programs and projects for excellence in education. The committee shall identify long-term and short-term programs and projects that focus upon topics adopted by the Society. The committee shall support programs of action that promote the personal well-being, intellectual growth, and global awareness of women educators; encourage a focus on the arts at international conventions, regional conferences and state organization conventions and develop strategies that will enable chapters to encourage members to become leaders.

## INTERNATIONAL PROJECTS & WORLD FELLOWSHIP

The World Fellowship committee shall grant world fellowships, when sufficient funds are available, to women educators who are not members of Delta Kappa Gamma Society International and who live in countries other than the United States of America and Canada.

## US FORUM/NGO/U.N. LIAISON

supports non-partisan federal legislation in the interests of education and women educators. We provide U.S. members of DKG with relevant information on pending issues and legislator contact numbers to enable more effective advocacy.

## LEGISLATURE

Works with US Forum to monitor educational issues within the legislature.

## LEADERSHIP

Plan leadership development activity for at least one meeting per year.

## MUSIC

Facilitate and implement music.

## COMMUNICATIONS/TECHNOLOGY

The purpose of this committee is to provide the linkage of member to member, Chapter to State, and State to International and also to encourage communication with other constituents. Recommendations concerning publicity and publications shall be submitted to the Executive Board for approval. Communications committee would be responsible for updating the website, linking it to State and International websites and sending in quarterly reports for the state newsletter.

## WEBMASTER

Responsible for creating and handling of better website and making sure that it contains the information relevant to the needs of the times and such website is working properly.

## SCHOLARSHIP/FINANCIAL AWARDS

This committee shall promote interest in and support for the scholarships. They shall review scholarship applications for accuracy and submit to appropriate level.

## AWARDS COMMITTEE

Receives nominations for the various state awards and determines who will be receiving them.

## DISTRICT COORDINATOR

Supporting chapters in their district and act as a liaison between chapters and state president. Part of the state convention committee.