

NAON Board of Directors Future Election Cycle

Election Year	Vacant Positions
2023	President Elect, Two (2) Directors
2024	President Elect, Secretary, Two (2) Directors
2025	President Elect, Treasurer, One (1) Director

The cycle of elected positions continues in the same pattern for subsequent years. Descriptions of each position are below:

President-Elect

- Term: succeeds to President, Immediate Past President; three (3) year total
- Approximately 10-15 hours weekly time commitment
- Participates in conference calls with President and Executive Director
- Prepared to meet challenges of the learning curve and developing skill set needed
- Additional travel required to attend meetings in preparation for assuming the Presidency

President

- Term: succeeds to Immediate Past President after one year as President and one year as President-Elect; three (3) year total
- Approximately 20-25 hours weekly time commitment
- Serves as the Association's official representative at national level meetings
- Prepares "President's Message" for publications
- Leads Executive Board using conflict resolution skills, approaches group as interdisciplinary team, leads decision-making
- Understands budget process and remains fiscally responsible
- Participates in conference calls with President-Elect and Executive Director
- Additional travel is occasionally required

Immediate Past President

- Term: one year as Immediate Past President, one year as President, and one year as President-Elect; three (3) year total
- Approximately five to eight hours weekly time commitment
- Acts as advisor to the Executive Board
- Assumes responsibilities as designated by the Executive Board
- Board Liaison to committee, task force, contract employee
- Chairperson of task force or special committee
- Serves as liaison to the Leadership Search Committee

Secretary

- Term: three (3) years
- Approximately four to six hours weekly time commitment
- Records and reviews minutes of Annual Business Meeting, Executive Board meetings and conference calls
- Serves as Chairperson of Bylaws and Policy Committee with working knowledge of procedures
- Maintains Parliamentary procedure according to Robert's Rules of Order
- Observes deadlines closely

Treasurer

- Term: three (3) years
- Approximately three to eight hours weekly time commitment
- Skills: financial management, budget preparation, contract review
- Oversees all financial aspects of the Association
- Participates in monthly review of Financial Statement with Finance Council
- Attends annual Finance Council meeting
- Presents financial reports during Executive Board meetings and Annual Business Meeting

Director

- Term: three (3) years
- Approximately four to eight hours weekly time commitment
- Represents Association members during decision-making and through guidance of the Association
- Assumes responsibilities as designated by the Executive Board
- Board Liaison to committee, task force, contract employee
- Chairperson of task force or special committee