



## **BOARD OF DIRECTORS**

### **EMPLOYEE/MANAGER REPRESENTATIVE POSITION DESCRIPTION**

#### **Term:**

The School Nutrition Employee/Manager Representative is elected for a three-year term. Voting for the office of School Nutrition Employee/Manager is limited to the members eligible to vote in that section.

#### **Eligibility Requirements:**

In accordance with the SNA bylaws, potential candidates must meet the following eligibility requirements before being forwarded to the Leadership Development Committee for further consideration of their leadership experience and competencies:

Be a member in good standing;

- Have an SNA certificate or be SNA credentialed
- Have demonstrated leadership experience by serving on the executive board of directors of a chartered state affiliate, or on a national committee or task force.
- Be regularly employed (a minimum of 130 days during the prior twelve months) in an eligible field;
- Maintain membership at the time of nomination and election. If a change in professional status occurs, a director may complete the term of office provided one year of the term has been completed.
- Must be a member of the Employee/Manager membership section.

#### **Responsibilities as Outlined in the Bylaws:**

- “Serve as the liaison between the school nutrition employee/manger section members and the board;
- Communicate with the school nutrition employee/manager section members and the board;
- Perform other duties incident to the office as assigned by the president, the board or association governing documents.”

### **Other Responsibilities:**

- Provides employee/manager perspective on association policy and professional development issues.
- Assists in planning a program for the meeting of employee/managers at the Annual National Conference.
- Promotes membership of employee/managers.
- Serves as Board advisor to the Membership Committee.

### **Responsibilities of Members of the Board of Directors:**

All members of the Board of Directors are responsible for the strategic direction and oversight of the association's affairs:

- Develop and oversee implementation of the SNA Strategic Plan and the annual Plan of Action; monitor accomplishments annually against goals and strategies.
- Select, appoint and evaluate the Chief Executive Officer.
- Moderate mega issue discussions at board meetings, as requested.
- Represent the Board with allied organizations, chartered state affiliates, at meetings, conferences and hearings, etc., as requested.
- Perform all duties usually entrusted to officers and directors of the corporation.
- Comply with Board member fiduciary obligations of care, loyalty and obedience;
- Encourage members to consider SNA committee appointments and make recommendations to the President-elect.
- Encourage members to consider the path to national leadership opportunities and make recommendations to the Leadership Development Committee on potential candidates for elected positions on the Board of Directors and the Leadership Development Committee.
- Promote the benefits of SNA membership.