

## **Regional Management Team**

Functioning as a regional management team creates new opportunities for members to become involved through team committees and subcommittees, while paving the way for direct communication between members and team members. Together, the regional management team performs the following duties:

- Serves as middle management and liaison to the international organization.
  - Oversees activities of the region.
  - Develops education focus for the region.
  - Assesses the educational needs of the region and plan programs to meet those needs.
  - Develops long-range plans based on the goals and values of the regional membership.
  - Oversees and evaluate the implementation of long-range plans.
  - Accepts fiduciary responsibility for the region; monitor regional financial processes.
  - Develops a structure of task-oriented groups (teams, committees, staffs) that are responsible for devising strategies to implement plans determined by the management team.
  - Monitors chapter compliance with corporate and regional bylaws, international policies and administrative procedures.
  - Provides counseling to individual chapters.
  - Ensures open communication at all levels of the region.
  - Oversees election/appointment process.
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### **Following are brief descriptions of each position:**

#### **Communications Coordinator** (Regional Appointment) –

Maintains internal communication channels among the region, chapters, and individual members and receives and disperses communications from the international organization to the region.

#### **Directors' Coordinator** (Elected by directors in the region) –

Assesses and communicates directors' needs within the region and represents the interests of the region's directors on the Regional Management Team.

#### **Education Coordinator** (International Appointment) –

Plans curriculum for educational events such as seminars and workshops and develops, coordinates, and monitors regional education programs.

#### **Events Coordinator** (Regional Appointment) –

Facilitates securing appropriate venues for regional programs and events, including site inspections and negotiation of contracts.

#### **Finance Coordinator** (Regional Appointment) –

Ensures that all financial resources of the region are accounted for in an effective and efficient manner.

#### **Marketing Coordinator** (Regional Appointment) –

Develops and provides marketing and public relations programs that promote chapter and regional events, and membership growth and retention.

#### **Membership Coordinator** (Elected by members in the region) -

Plans and implements membership growth and retention programs, guides prospective chapters through the Steps program, and assists chapter in revitalization.

#### **Team Coordinator** (Regional Appointment) -

Facilitates meetings of the Regional Management Team, maintains the region's long-range plan document, and reviews and approves all chapter standing rules.