

Chair of the Board

Responsibilities:

1. With the President, Medicine & Science, President, Health Care and Education and Secretary/Treasurer, is one of the principal elected officers of the Association.
2. Serves as the principal spokesperson and advocate for the Association regarding the policy, goals, directions, and management of the Association.
3. Presides at the meetings of the Board of Directors.
4. Presides at the meetings of the Executive Committee in the absence of the President, Medicine & Science and President, Health Care & Education.
5. Serves as a member of the Board of Directors, the Executive Committee, and the National Leadership Council, abides by the Conflict of Interest policy and exercises the fiduciary Duties of Care and Loyalty.
6. Serves as a non-voting, ex-officio member of all committees and task force groups, except the Audit, and Board Development Committee; may be appointed as a voting member to the Executive Compensation Committee.
7. Serves as the Chair of the Board of Directors of the Association's Property Title Holding Corporation.
8. In consultation with the President, Medicine & Science, President, Health Care & Education and Secretary/Treasurer, establishes annual performance objectives for the Chief Executive Officer and conducts an annual performance evaluation. Establishes the CEO's compensation consistent with the guidelines approved by the Executive Compensation Committee.
9. Provides leadership for the Board of Directors through his/her own action and involvement.
10. Ensures Board members are provided, on a timely basis, with information and data on matters coming before the Board for action.
11. Brings to the attention of the Board matters of administrative, financial, organizational, or operational nature that may require policy creation, repeal, or revision.
12. Agrees to raise or contribute a minimum of \$10,000 for each year of service as an Officer on the Board of Directors.
13. Mentors and trains the Chair of the Board-Elect and Vice Chair of the Board to ensure effective succession.

Qualifications Desirable for the Position:

1. Demonstrated strong leadership skills, ability to effectively communicate and clearly articulate on behalf of the Association, and to think globally.
2. Thorough knowledge and understanding of the Association's community functions, program services, and fund raising programs.
3. Dedication to improvement of quality of life for the person with diabetes.
4. Ability to bring special knowledge, experience, contacts, and resources to the Association.

Secretary/Treasurer

Responsibilities:

1. With the Chair of the Board, President, Medicine & Science and President, Health Care and Education, is one of the principal elected officers of the Association.
2. Serves as the principal spokesperson of the Association on financial matters; serves as the treasurer for the Property Title Holding Corporation.
3. Serves as a member of the Board of Directors, the Executive Committee, and the National Leadership Council, abides by the Conflict of Interest policy, and exercises the fiduciary Duties of Care and Loyalty.
4. Serves as a non-voting, ex-officio member of all committees and task force groups, except the Audit, and Board Development Committee; may be appointed as a voting member to the Executive Compensation Committee.
5. In consultation with the Chair of the Board, President, Medicine & Science, and President, Health Care & Education, establishes annual performance objectives for the Chief Executive Officer (CEO) and conducts an annual performance evaluation. Establishes the CEO's compensation consistent with the guidelines approved by the Executive Compensation Committee.
6. May sign deeds, mortgages, bonds, contracts, checks vouchers or other instruments, which the Board of Directors has authorized to be executed, except in cases where signing and execution shall be delegated to some other officer or agent of the Association.
7. Ensures that operational and administrative procedures are in place so that all funds and securities of the Association from all sources are appropriately deposited into such depositories in accordance with the Association's bylaws.
8. In collaboration with the Audit Committee, helps to ensure proper checks and balances exist as part of all Association financial decision making.
9. Reports and explains all financial information to the Board of Directors and Executive Committee for their information and evaluation.
10. Reviews and signs off on Chief Executive Officer expense reports; signs all corporate resolutions and bank resolutions.
11. Confirms that all notices to the Board and National Leadership Council are sent in accordance with Bylaws, or as required by law, and ensures that minutes of these meetings are officially maintained.
12. Agrees to raise or contribute a minimum of \$10,000 for each year of service as an Officer on the Board of Directors.
13. Mentors and trains the Secretary/Treasurer-Elect and the Vice Secretary/Treasurer to ensure effective succession.

Qualifications Desirable for the Position:

1. Demonstrated strong leadership skills, ability to effectively communicate and clearly articulate the Association's financial position, and to think globally.
2. Full understanding of financial management; prior service on the Finance Committee.
3. Thorough knowledge and understanding of the Association's community functions, program services, and fund raising programs.
4. Dedication to improvement of the quality of life for the person with diabetes.
5. Ability to bring special knowledge, experience, contacts, and resources to the Association.

President, Medicine & Science

Responsibilities:

1. With the Chair of the Board, President, Health Care & Education and Secretary/Treasurer, serves as one of the principal elected officers of the Association.
2. Serves as co-principal spokesperson with the President, Health Care & Education regarding science, health care, and educational matters.
3. Presides at meetings of the Executive Committee on an alternating basis with the President, Health Care & Education.
4. Along with the President, Health Care & Education, presides at meetings of the Board of Directors in the absence of the Chair of the Board.
5. Serves as a member of the Board of Directors, the Executive Committee, and the National Leadership Council, abides by the Conflict of Interest policy, and exercises the fiduciary Duties of Care and Loyalty.
6. Serves as a non-voting, ex-officio member of all committees and task force groups, except the Audit, and Board Development Committee; may be appointed as a voting member to the Executive Compensation Committee.
7. In consultation with the Chair of the Board, President, Health Care & Education, and Secretary/Treasurer, establishes annual performance objectives for the Chief Executive Officer (CEO) and conducts an annual performance evaluation. Establishes the CEO's compensation consistent with the guidelines approved by the Executive Compensation Committee.
8. Agrees to raise or contribute a minimum of \$10,000 for each year of service as an Officer on the Board of Directors.
9. Mentor and trains the President-Elect, Medicine & Science, and Vice President, Medicine & Science.

Qualifications Desirable for the Position:

1. Demonstrated strong leadership skills, ability to effectively communicate and clearly articulate on behalf of the Association, and to think globally.
2. Thorough knowledge and understanding of the Association's community functions, program services, and fund raising programs.
3. **Demonstrated ability to understand and apply the scientific method and has had publications in basic or clinical scientific journals in the area of diabetes research**
4. Demonstrated ability to translate scientific findings into clinical care for improvement of the lives of persons affected by diabetes.
5. Dedication to improvement of quality of life for the person with diabetes.
6. Experience in the clinical practice of medicine and/or the scientific research process.
7. Leader in the Medicine and Science profession.
8. Ability to bring special knowledge, experience, contacts, and resources to the Association.

President, Health Care & Education

Responsibilities:

1. With the Chair of the Board, President, Medicine & Science, and Secretary/Treasurer, serves as one of the principal elected officers of the Association.
2. Serves as the co-principal spokesperson with the President, Medicine & Science of the Association on science, health care, and educational matters.
3. Presides at meetings of the Executive Committee on an alternating basis with the President, Medicine & Science.
4. Along with the President, Medicine & Science, presides at meetings of the Board of Directors in the absence of the Chair of the Board.
5. Serves as a member of the Board of Directors, the Executive Committee, and the National Leadership Council, abides by the Conflict of Interest policy and exercises the fiduciary duty Duties of Care and Loyalty.
6. Serves as a non-voting, ex-officio member of all committees and task force groups, except the Audit, and Board Development Committee; may be appointed as a voting member to the Executive Compensation Committee.
7. In consultation with the Chair of the Board, President, Medicine & Science, & Education and Secretary/Treasurer, establishes annual performance objectives for the Chief Executive Officer (CEO) and conducts an annual performance evaluation. Establishes the CEO's compensation consistent with the guidelines approved by the Executive Compensation Committee.
8. Agrees to raise or contribute a minimum of \$10,000 for each year of service as an Officer on the Board of Directors.
9. Mentors and trains the President-Elect, Health Care & Education and Vice President, Health Care & Education.

Qualifications Desirable for the Position:

9. Demonstrated strong leadership skills, ability to effectively communicate and clearly articulate on behalf of the Association, and to think globally.
10. Thorough knowledge and understanding of the Association's community functions, program services, and fund raising programs.
11. Demonstrated knowledge of the clinical management of diabetes care principles and practices.
12. Dedication to improvement of quality of life for the person with diabetes.
13. Leader in the Health Care & Education profession.
14. Ability to bring special knowledge, experience, contacts, and resources to the Association.