

Region Director Job Description

The Region Director will serve as an elected member of the Washington State PTA Board of Directors representing the entire membership, and the best interests of the association

The Region Director will

- Coordinate delivery of the association's programs and services within the region
- Maintain open communication with and exercise personal leadership in the motivation of board members and the membership-at-large
- Take part in monitoring and evaluating organizational performance and effectiveness.

Within the limits of the articles of incorporation, uniform bylaws and policies, the region director will

- Attend all meetings of the Board of Directors, Convention, Board Retreat, Board education workshops, Legislative Assembly and the Leadership Conference
- Preside at the portion(s) of the region fall leadership conference(s) set aside for the election of a nominating committee
- Identify and appoint (with the approval of the Executive Committee) service specialists, region legislation chairs region membership chairs and region outreach chairs after soliciting input from units and councils in the region
- Notify WSPTA office of appointments
- Direct and coordinate the activities of service specialists
- Provide ongoing leadership education to service specialists
- Help plan and coordinate (with service specialists) region leadership education conferences for the delivery of the programs, projects, and services of the association to local units and councils
- Have the primary, but not the sole, responsibility for the organization of new units and councils
- Support policies, programs, projects, and activities adopted by the Board of Directors
- Provide leadership education as requested and authorized
- Represent the association to other organizations as requested by the president
- Provide written and oral reports to the Board, including ongoing evaluation of delivery of services in the region
- Coordinate Service Delivery Team to provide services as needed throughout the year to local units and councils in region
- Consult, meet, and plan regularly with the service specialist, region legislation chairs, region membership chairs, region outreach chairs and council presidents
- Consult regularly with the president, executive director, members of the Executive Committee, and the Board of Directors.

The Region Director is responsible to the Board of Directors and to the membership for seeing that the programs and policies of the association reflect the needs and aspirations of the membership.