

# Maine Chapter, APTA

## Title: Delegate

**Report to:** Board of Directors (via Chief Delegate, per Organizational Chart)

**Term:** 2-year term, no more than two consecutive term; 5 hours per month

**Position Objectives:** Represent the Maine Chapter in the House of Delegates.

**Benefits:** Make a lasting contribution to the Maine Chapter of APTA. Contribute to motions that make a difference to chapter members and the practice of physical therapy in Maine. Work with people who, like you, have a passion for physical therapy.

### **Specific Responsibilities:**

1. Be familiar with the documents in Sections I and II of the Chapter's Policy & Procedure Manual.
2. Represent the chapter in the Association's House of Delegates.
3. Keep notes of chapter action throughout the year to guide participation in the House of Delegates.
4. Present to the House of Delegates any resolutions or other matters regarding national policy that the chapter wishes to be discussed.
5. Attend the annual and special meetings of the House of Delegates of the Association and review pertinent materials by the House deadlines.
6. Fulfill general leadership responsibilities (participate in chapter Board meetings and annual strategic planning and budgeting process as needed; fulfill communication and reporting requirements; respond to occasional member queries).

**Qualifications:** Must fulfill qualification requirements outlined in the chapter bylaws.

**Training and Evaluation:** You will be oriented by the Chief Delegate and/or by the Executive Director. You will be given the opportunity to provide feedback periodically on the functionality of the chapter and the Board of Directors and of your role within the chapter and APTA. The goal of the evaluation process is to improve the function of the chapter and to provide personal and professional development for you.