

Leadership Opportunity

Region Steering Committee Member

- elected by members of the region or appointed by the Region Chair
- serves a 2 year term (or as determined by each region)
- must be a current NACADA member

For a more complete outline of the responsibilities of NACADA Region Chairs, please refer to the Leadership Handbooks at <http://www.nacada.ksu.edu/Leadership/index.htm> and <http://www.nacada.ksu.edu/RChair/role.htm> or call Diane Matteson, Region Division Liaison, at 785-532-5717.

Overview of Region Steering Committee Responsibilities

Each Region has a Steering Committees, who, in cooperation with the Region Chair, and within the missions of NACADA, determine the needs of NACADA members and how best the regional governance can fill those needs. Region Steering Committee Members are either elected or appointed (according to the Regional by-laws) and serve for specific periods of time. Although Regions vary in their steering committee structure, generally steering committees represent their home state and also are assigned specific responsibilities for the region as a whole.

Major Leadership Responsibilities:

- Steering committee members are assigned specific tasks, which may or may not involve subcommittees. Steering committee members use leadership skills to work cooperatively within the committee and lead other volunteers.
- The Region Chair is responsible for convening and conducting the meetings of this group.
- Assistance in setting and carrying out the goals for the region which fall under the NACADA strategic plan.

Meetings to attend:

- Regional Conference in the Spring
- State Drive-ins as determined by your steering committee
- Steering committee meetings or teleconferences
- It is recommended you attend the NACADA National Conference

Budgets to prepare and monitor:

- Region Budget will be determined by your committee for general expenses required to meet the NACADA missions/strategies and tasks of your region.
- Regional Conference Budget: You will be asked to review and approve the final budget for this meeting.
- Submit State Drive-in budgets to the Region Chair for his/her approval.

Written reports/communications – The Region Chair may ask for your assistance for the following:

- Regional Newsletter reports or articles to be distributed electronically to the region.
- Communications with members: Announcements sent by e-mail as needed. A web page, maintained at the Executive office, is updated by Region Chair.
- Annual Leadership report to advise the Council of the selection and completion of activities/tasks your steering committee has chosen to implement in relation to the NACADA missions and strategies.

Resources and Support:

- Your institution gives approval & support to your commitment to this position, including your registration fees and expenses for the Regional Conference and perhaps the National Conference.
- The Regional Budget, with the approval of the steering committee, MAY appropriate limited funds towards participation in your state drive-in meeting and in Region Steering Committee meetings.

DIVERSITY

NACADA Values diversity within our leadership in regard to institutional type, size, and employment position as well as diversity in regard to ethnicity, gender identity, culture, and sexual orientation.