# APTA NEW YORK CHAPTER LEADERSHIP ESTIMATED TIME COMMITMENT

### **EXCECUTIVE COMMITTEE**

(EC-President, Vice President, Secretary, Treasurer & Member-at-Large)

Meeting Days per Year = 8 (EC, BOD, DA)

**E-Mail Communications** 

Monthly Conference Calls = 12 (one hour each)

Hours per Week = 2-3

PRESIDENT - Time Commitment is greater than the EC, as this would include frequent contact with the Executive Director and/or Chapter Office Staff. The President is also generally involved in legislative issues on a year-round basis.

#### **BOARD OF DIRECTORS** (BOD-Officers, Directors, Committee Chairs)

Meetings per Year = 3 (Note: BOD Meeting = An evening + next day)

District Meetings as Board Representative

Hours per Week = 1-2

#### **COMMITTEE CHAIRS**

Meeting Days per Year = 1 (DA)

Committee Meetings = 0-2 (depends on committee) Conference Calls = 1-4 (depends on committee)

Hours per Week = 1-2

#### **COMMITTEE MEMBERS**

Committee Meetings = 0-2 (depends on committee) Conference Calls = 1-4 (depends on committee)

Hours per Week = 0-1

#### **CHAPTER OFFICE STAFF**

The Chapter Office Staff are available to respond to inquiries and address the needs of APTA New York Leadership and members. Several staff members are assigned to specific committees.

9/12/11



## **CHAPTER LEADERSHIP**

▼ Yearly Cycle ▼

