Constitutional Responsibilities

The NAEA Constitution/Bylaws define the responsibilities of Officers, Division Directors, and Vice Presidents under Articles I and III as follows:

Officers/President

- Presides at all meetings of the NAEA Board;
- Serves as official spokesperson for the Association;
- Appoints the chair and members of NAEA special committees with consultation and approval of the NAEA Board;
- Serves as ex-officio member of all committees;
- Establishes the professional goals and programs for the Association in consultation with the Board;
- Informs the membership of the activities of the NAEA Board and the concerns of the Association; and
- Performs such other duties as usually pertain to the office of the President.

Officers/President-Elect

- Assumes the duties of the President in the event of absence or vacancy in that office;
- Serves as an ex-officio member of the Delegates Assembly;
- Chairs Professional Materials Committee; and
- Assumes the duties of Secretary and other duties as determined by the President.

Officers/Past President

- Serves as Chair of the Finance/Audit Committee;
- Oversees the performance evaluation of the Executive Director;
- Assumes the duties of the President-Elect in the event of vacancy in that office; and
- Assumes other duties as determined by the President.