

**BE A CHAPTER LEADER - ELECTIONS ARE COMING!**  
**Overview of the Board of Directors for PMI-Portland**

Are you interested in the organization behind our organization? Are you willing to help lead a non-profit corporation? Do you have a strong desire to promote Project Management as a profession? Are you interested in growing your leadership skills?

If yes, then consider submitting your application for a position on the Board of Directors of the PMI-Portland Chapter. Take a look at the Board. Talk with a current or past board member. Get involved – be a leader!

The President-Elect, President, and Past President is a 3-year term.

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**President-Elect:** Prepares for and plans to serve as President for the following year and acts for the President in his/her absence. (Year 1)

**President:** CEO for the Chapter and of the Board, and performs such duties as are customary for presiding officers, including making all required appointments with the approval of the Board. (Year 2)

**Past President:** Assists or directs special projects as required, acts as advisor to the president and chairs the Nominating Committee. (Year 3)

The following positions are a 1-year term.

**VP At-Large:** Serves as the members' ombudsman advocating concerns, temporarily assists other Board members, temporarily fill in for other Board members when they are not able to perform their duties and assists or directs special projects as required.

**Secretary:** Oversees and reviews the preparation and retention of all non-financial Chapter records.

**VP Finance:** Manages funds for duly authorized purposes of the Chapter and acts as the Chapter's CFO.

**VP Operations:** Directs and oversees the daily operation activities for the Chapter.

**VP Marketing and Outreach:** Coordinates and manages a outreach program and marketing plan that supports the Chapter's vision, mission and goals.

**VP Membership:** Promotes chapter activities, events and membership services to include soliciting feedback from members on satisfaction with Chapter programs.

**VP Professional Development:** Sets direction and quality for education opportunities for the Chapter members to include developing and maintaining a program to assist Chapter members in attaining certification.

**VP Programs:** Plans, schedules and manages the monthly chapter dinner meetings to include programs related to project management presented at the chapter meetings.

### **Why should I participate as a Board Member for PMI-Portland?**

- Earn PDUs as a chapter officer
- Involved in strategic and operational planning of the chapter
- Set policies and procedures of the chapter
- Contribute to the chapter's success
- Develop leadership skills
- Fulfill the chapter's mission, values and strategic plans
- Share PMI knowledge and project management expertise
- Be an "ambassador" for the PMI-Portland chapter
- Oversee the management of the organization
- Set future direction for the chapter
- Serve the members of the PMI-Portland chapter