

Section Leadership Descriptions and Responsibilities

Chair-Elect

This document is intended to provide Executive Committee Chairpersons with a detailed description of their role and responsibilities.

Preside at all meetings of the Section in the absence of the Chair

- Should the Chair be unable to attend or lead an Executive Committee meeting, the Chair-Elect will preside in their stead. If the Chair resigns from their position in the middle of their term, the Chair-Elect will perform the duties of the Chair for the remainder of the term.
- As noted in the [Standard Section Bylaws](#) Article IV, Sections 2-3

Prepare to succeed to the Chair position on January 1

- On January 1 of the following year, the Chair-Elect automatically assumes the Chair position, and will begin performing the duties and responsibilities of the Chair for the incoming Executive Committee.
- As noted in the [Standard Section Bylaws](#) Article IV Section 3