

President-Elect

(includes service as President and Past-President)

ORAEOYC's vision: All young children thrive and learn in a society dedicated to ensuring they reach their full potential.

ORAEOYC's mission: NAEYC promotes high-quality early learning for all children, birth through age 8, by connecting practice, policy, and research. We advance a diverse, dynamic early childhood profession and support all who care for, educate, and work on behalf of young children.

Position: The ORAEOYC President-Elect is elected by the ORAEOYC membership to serve one year as President-Elect prior to assuming the presidency of ORAEOYC. The President Elect Position is a 4 year commitment: President-Elect, President, & Past-President. The President serves as chairperson of the Governing Council and of the Executive Committee. The President has general oversight of the administration and activities of the association and ensures that the Governing Council supports the work of ORAEOYC by providing mission-based leadership and strategic governance. While day-to-day operations are led by ORAEOYC's Executive Director, the President & Executive Director relationship is a close working partnership.

Time Commitment: ORAEOYC Governing Council meets a minimum of three times per year. Most of these meetings are one day events (4-8 hours) except for our annual board retreat (May) that spans two days. Additional Executive Committee check-in meetings may be scheduled monthly and typically are 1-3 hours in length. These are usually conducted as virtual meetings. The President-Elect serves as a trusted advisor to ORAEOYC staff, volunteers and Chapter representatives. President position has oversight of the Public Policy and Equity Committees.

President-Elect Position Description (Year 1 or 4)

1. Shadow President (now in year 4 as Past President) and begin to take over duties.
2. Serve as a member of the Executive Committee as needed to complete work assignments (grants, elections, etc.)
3. Assist in conducting Governing Council meetings. Coordinate with the Past President and Executive Director in generating the Governing Council meeting agendas.
4. Serve as a member of the Personnel Committee.
5. Begin oversight of Public Policy & Diversity/Equity Committees.



Oregon Association for the Education of Young Children

President Position Description (Years 2 & 3 of 4)

1. Convene meetings of the Governing Council a minimum of three times per year per our bylaws (Fall, Winter, Spring and optional Summer if needed. Spring is a two day retreat).
2. Serve as the leader of the Executive Committee.
3. Develop the agendas and other necessary correspondences prior to Governing Council and Executive Committee meetings.
4. Conduct all Governing Council, Executive Committee and annual membership meetings.
5. Appoint standing and ad-hoc committee coordinators (with recommendations and input from Governing Council).
6. Serve as lead of the Personnel Committee.
7. Oversee the Diversity/Equity and the Public Policy Committees.
8. Maintain communication with officers and coordinators as necessary between meetings.
9. Redistribute communications from NAEYC as appropriate.
10. Encourage an awareness of professional issues and responsibilities among members through the Presidents Letter in each issue of the Member Newsletter.
11. Participate in cooperative relationships with other disciplines and organizations throughout Oregon which share similar concerns for young children as appropriate.
12. Actively support national and state legislation and policies that fit with the stated goals of ORAEYC & NAEYC, in coordination with the Public Policy Committee.
13. Attend NAEYC meetings/events (as funds and schedule permit).
14. Present a brief report to the Governing Council board meetings.
15. Coordinate the annual performance of the Executive Director.

Past-President Position Description (Year 4 of 4)

1. Assist the President Elect in the assumption of duties.
2. Continue to serve as a member of the Executive Committee as needed to complete work assignments (grants, elections, evaluations, etc.).
3. Mentor the President- Elect and introduce President- Elect to community organizations and appointed committees the President is encouraged to attend.