



North Carolina Association of Blood Bankers

Job Description

Title: President Elect

Term: 1 Year
Elected by general membership at the Annual Meeting
Automatic transition to President the following year
Has voting rights

Job Summary

1. Assist the President in all duties.
2. Perform the duties of the President in the President's absence.
3. Attend at least two board meetings per year, usually held once per quarter.
4. Serve as chair of the Nominating Committee for new board members.
5. Serve as a member on the planning committees for the Annual Meeting and Fall Workshop.
6. Work with local arrangement chair in selection of location for annual meeting to be held within their term as president.
7. If unable to fulfill the duties of the president elect, the president shall be notified and an alternate board member selected to be the new president elect.