

SECTION XVI – POSITION DESCRIPTION

Governance Coordinator

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1. **Term:** 2 years with optional re-election for one consecutive term

2. Responsibilities:

- a. Collaborates with the treasurer
- b. Participates in financial planning
- c. Participates in budget development
- d. Oversees Bylaws committee
- e. Appoints an IASN member (non-Board member) to be the Clerk
- f. Appoints an annual audit committee for IASN and IASN Foundation

3. Supporting roles:

- a. ByLaws committee
- b. Finance Committee
- c. Clerk
- d. Treasurer (elected)