

# Alpha Gamma Rho Fraternity

## Undergraduate Director

### Position Description

#### **Type & Term of Position:**

Voluntary, nominated by a chapter, officer, or Adviser, elected by the six alumni directors of the National Board of Directors, one-year term (April 1 to March 31).

#### **Remuneration:**

Non-salary. Normal, approved expenses incurred in the performance of duties shall be reimbursed upon proper submission in accordance with the expense policy.

#### **Basic Functions:**

A Director represents the best interests of the entire Fraternity, all collegiate and alumni members, plus all chapters. Exercises personal leadership in the motivation of board members, committee members, Executive Director and membership as directed by the President and the National Board of Directors. Serves to perform all duties and functions and exercise all powers and authorities of a Director as provided in the National Constitution & Statutes. Works in partnership with the President and Executive Director as necessary.

#### **Duties, Responsibilities and Authority:**

Within the limits of the National Constitution & Statutes and policies, a Director is responsible and has commensurate authority to accomplish the duties set forth below:

1. Attend and participate in all meetings of the National Board of Directors to constructively contribute ideas and comments on any aspect of the Fraternity at the Board meeting or in discussions with the President, Executive Director at any time. Regular meetings are held approximately three times annually. Special meetings may be held in addition in person or by telephone conference calls.
2. Assists the President in assuring that the Board of Directors and officers are kept fully informed on the conditions and operations of the Fraternity.
3. Supports and defends policies and programs adopted by the National Board of Directors in conjunction with the President.
4. Assist in maintaining a strong Fraternity financially and in programming.
5. To serve on Committees as requested by the President or Board.
6. Attend and participate in activities and meetings sponsored by the Fraternity or Foundation. Such attendance to be at Director's personal expense unless reimbursement is properly authorized.
7. Avoid making statements on policy or procedure which should properly be transmitted through the Executive Director or President.
8. Other duties and responsibilities assigned or provided for by the President and/or the National Board of Directors.

#### **Relationships:**

1. Responsible to the President, National Board of Directors, and the members of the Fraternity.
2. Consults and advises the President and Executive Director on all matters of the Fraternity.