



Board Member Job Description: President

Terms of the Member at Large

The term of office of the President, Vice-President, Secretary, and the At Large members shall be two (2) years, commencing at the annual business meeting of the CATA next following their election and continuing until the annual business meeting of the CATA two (2) years later. The same person may be elected to not more than two (2) successive terms of the same office.

Eligibility per the CATA By-Laws

All officers shall be certified members of the NATA for a period of not less than five (5) years immediately prior to their nomination, and shall have resided and practiced professionally within the State of Colorado for a period of not less than two (2) years immediately prior to their nomination.

Duties per the CATA By-Laws

1. To serve as official spokesperson for the CATA.
2. To chair all meetings of the Executive Board. The President shall abstain from voting on all matters relating to determination by the Board of the manner in which the President, as RMATA Board member, shall represent the CATA.
3. To preside over all meetings of the CATA.
4. To make such appointments as are called for by the By-Laws of the CATA, or determined by resolution of the Board.
5. Pursuant to direction from the Executive Board of the CATA, to serve as a spokesperson for the CATA in matters relating to the RMATA.
6. To carry out such other reasonable duties in support of the CATA and its members as may be directed by the Executive Board.
7. To serve as the statutory agent for the CATA.

Description of the duties of CATA President

1. The president is responsible for conducting all official meetings of the CATA. The frequency of the meetings is determined by the board, according to the business that needs to be completed. Typically these meetings are monthly to quarterly during the business year.
2. The president must conduct the annual business meeting of the association, which is to be held in conjunction with, and at the location of, the annual clinical symposium of the CATA.
3. The president is will represent the Association in dealings with other organizations.
 - a. The president will participate in conference calls conducted by the RMATA. These conference calls occur at the discretion of the RMATA President, according to the by-laws of the RMATA
 - b. The president will attend the state association meetings conducted annually at the RMATA conference. If the President cannot attend, the President must use any possible and reasonable means to designate a representative according to CATA and RMATA By-Laws
 - c. The president will attend represent the state of Colorado at the NATA annual business meeting.If the President cannot attend, the President must use any possible and reasonable means to designate a representative according to CATA and RMATA By-Laws
4. The president will also be required to serve in the position of Past President.



- a. The office of Past President shall be for one (1) year immediately following the term of their presidency.
 - b. The duty of the past president is to serve in a non-voting advisory role to assist in the transition to the newly elected president.
5. Provide for the implementation of the By-Laws, and policies and procedures of the Association.
6. Oversee the financial transactions of the Association.