



AIA
Atlanta

2020 Board Responsibilities

All members of the board of directors of AIA Atlanta have legal, fiduciary responsibilities mandated in Georgia state law. These responsibilities are consistent across any person in Georgia serving on a nonprofit board of directors.

These items will be listed on the landing page on the website for board nominations, and in the communications sent to the membership.

Also, the Nominations Committee will share this page with all potential nominees that engage in discussions with any member of the committee. These responsibilities are:

Fiduciary Responsibilities

- Setting the strategic vision for AIA Atlanta and working with other board members and staff to set the scope of activities of the organization
- Providing fiscal and fiduciary oversight of AIA Atlanta and ensuring that the organization is utilizing its resources, both staff and financial, in ways consistent with the strategic vision and scope of work
- Act as a public face of AIA Atlanta, attending public events, meetings, etc., as needed by the organization



Board of Directors: Continuing Education Director

This position is a two (2)-year term.

Responsibilities

- To monitor, coordinate and facilitate the planning and implementation of AIA Atlanta programs and activities that deliver education services to AIA Atlanta members

Accountability

- AIA Atlanta Executive Committee
- AIA Atlanta Board of Directors
- AIA Atlanta membership
- Box Lunch coordinators
- AIA Atlanta staff

Specific Duties

- Create, maintain and lead the Education Committee(s)
- Develop the annual calendar of events
- Establish annual continuing education goals for the chapter
- Establish contacts and working relationships with other affiliated continuing education groups
- Work with Box Lunch coordinators to ensure the vitality and relevance of Box Lunch events

Working Relationship With

- AIA Atlanta Board of Directors
- AIA Atlanta staff
- Box Lunch Coordinators
- AIA Georgia, other state chapters, and AIA National continuing education liaisons

Skills/Knowledge Needed

- Evolving professional needs of AIA Atlanta membership
- Commitment to monitoring emerging areas of education relevant to the profession
- AIA Continuing Education requirements for Georgia and neighboring states