

Responsibilities of the Board of Directors Alliance of Hazardous Materials Professional (AHMP)

Each position on the AHMP Board of Directors (BoD) has responsibilities that are described in the specific job description. Listed below are the overall responsibilities of the AHMP BoD, which includes all members. Each candidate for election to the BoD must understand these responsibilities, and be committed to fulfilling them, prior to inclusion on the election ballot. Members of the AHMP BoD shall:

1. Conduct the business of the AHMP as required by the laws of the incorporation, and the bylaws,
2. Set policy for the AHMP and monitor its proper implementation,
3. Be responsible for the funds and property of the AHMP,
4. Be responsible for long range planning for the organizations' future success,
5. Review and act upon the reports and recommendations of AHMP committees,
6. Define and participate in fundraising initiatives, membership recruitment, retention and member services as well as education and advocacy,
7. Set minimum standards for chartering of local chapters, and approve charters; revoke chapter charters with cause,
8. Establish ad hoc committees necessary for conducting the affairs and activities of the AHMP, and provide operating charters for all committees,
9. Hold four face-to-face meetings and at least one teleconference meeting mid-summer,
10. Set the dues for the organization,
11. Approve the AHMP logo,
12. Endorse the strategic plan developed by the Executive Director and approve the annual budget,
13. Establish membership categories and requirements for membership consistent with the bylaws; establish rights of membership categories,
14. Approve accredited certifying programs for inclusion of certification in the certified member membership category,
15. Revoke membership with cause,
16. Conduct meetings following Robert's Rules Light,
17. Fill vacant positions on the BoD,
18. Define job descriptions for BoD members and set criteria for qualification of candidates for elective office,
19. Remove members of the BoD with cause, and
20. Approve proposed amendments to the bylaws.