



Chapter Immediate Past President Duties and Responsibilities



Leadership and learning are indispensable to each other.
John F. Kennedy

Congratulations! You have completed your term as chapter president and will now serve as chapter immediate past president. Continue to learn and develop future leaders. Your duties and responsibilities are:

Emergency Duties

- Complete the unexpired term of the chapter president if the office of chapter president becomes vacant.
- A review of these duties can be found on the International website.

Serve in an Advisory Capacity to the Chapter

- Your experience as chapter president is invaluable to the members of your chapter and its executive board. Be ready to offer advice as it may be requested.
- Be a sounding board for officers as issues arise that may need a different perspective.

Serve on the State / Provincial / National (S/P/N) Council of Chapter Presidents (CCP)

- With the president and the president-elect, you will attend the CCP meetings at the S/P/N level. It is a terrific opportunity for networking and to continue your growth as a leader in Alpha Delta Kappa.

Serve on the Chapter Membership Team

- Membership is everyone's responsibility and your past leadership experiences will be a valuable resource in working with the chapter membership chairman.

Perform Other Duties as Described in the Chapter Bylaws or Policies and Procedures Manual

- Because you have served as your chapter's president, you are aware of the many duties and responsibilities that are unique to your chapter. Be prepared to complete any of these that may be asked of you.

Enjoy the Experience!

- Treasure this opportunity to serve your chapter as its immediate past president.
- Continue to enjoy every moment!
- Cherish our sisterhood and the friendships you make along your continuing journey!