



## **Board of Directors Job Description**

**Position Title:** President-Elect

**Overview:** The President-Elect is responsible for oversight of the organization and serves as the Chair of the Executive Committee and the Board of Directors in the absence of the president.

### **Roles and Responsibilities:**

- Chairs, plans and participates in Board of Directors Meetings
- Assists in planning the Board of Directors Meetings
- Serves on the Executive Committee
- Participates in Board of Directors Meetings
- In the absence of the President, chairs, plans and participates in Board of Directors Meetings
- Participates in the annual evaluation of the management team
- Orients new board members
- Represents ISRII at the annual meeting and other society and programmatic meetings
- Initiatives as needed

### **Qualifications**

- Active engagement with ISRII and experience working with a Board of Directors
- Extensive professional experience with leadership accomplishments in digital health interventions
- Demonstrated leadership commitment and involvement with ISRII.
- Leader in the digital health interventions communities.
- Commitment to participating in meetings, primarily held virtually with an in-person meeting held at the annual conference.
- Positive leadership attributes including emotional intelligence; the ability to work collaboratively; proactive and forward-thinking leadership; and the ability to engage in appropriate debate and discussion when needed.
- Visionary and strategic thinker. Demonstrated ability in overseeing new and innovative programs within the candidate's sphere of influence. Examples include but are not limited to implementing and incorporating strategy, leadership, future focus, risk-taking, and an entrepreneurial spirit.

### **Term of Office:**

- 1 year (four years total including one year as president-elect, two as president, and one year as past-president)

**Method of Appointment:**

- Elected by the membership

**Accountability:**

- Reports to the Board of Directors

**Time Commitment:**

- Up to 1 hour a week