

President: It shall be the duty of the president to preside at all chapter meetings of the Association and to see that the chapter complies with its bylaws and policies and procedures. The president shall be an ex-officio member of all committees.

President-elect: In the absence of the president, the president-elect shall preside and assume the usual duties of the president. Transition to presidential roles by being mentored by current President. Oversee one project annually.

Immediate Past President: It shall be the duty of the immediate past president to serve as a continuing resource to the current president and officers.

Secretary: It shall be the duty of the secretary to keep a true record of the proceedings of the meetings of the American Association of Neuroscience Nurses – Northern Illinois Chapter and update members quarterly.

Treasurer: It shall be the duty of the treasurer to review expenditures of the chapter, submit financial reports to the membership, prepare the annual budget in collaboration with the board of director, and make recommendations pertaining to changes which may affect the financial status of the chapter.

Director of Communications: It shall be the duty of the director of communications to coordinate communication such as publicity of chapter events, development and maintaining chapter social media sites, a chapter website, chapter newsletter, and other virtual methods for communication with chapter members.

Director of Educational Activities: It shall be the duty of the coordinator of educational activities is to assist the board of directors in planning educational events, to obtain CEU for chapter offering if needed and to coordinate with outside providers for educational activities

Hospital-based Champion: It shall be the duty of the Champion to assist the board of directors in planning educational events and to update his/her primary site on any chapter-related activities. Champion's biggest responsibility is to market our chapter to your community and to recruit new members. Champion with the highest annual new members recruitment will be recognized during our annual symposium.

Student Nursing Liaison: It shall be the duty of the Student Nursing Liaison to plan and coordinate student nurses participation in the NI chapter activities and volunteering.