

2. DIRECTORS' COORDINATOR

1. **Elected:**
A Directors' Coordinator is elected by the directors of chartered chapters in each Region or Area. She is elected for a two-year term, and may serve no more than three consecutive terms on the Regional/Area Management Team.
2. **Typical Duties:**
 - a. Represents the interests of Regional/Area directors on the Regional/Area Management Team.
 - b. Communicates with directors in her Region/Area to assess their needs.
 - c. Communicates directors' needs and the needs of their chapters to the Education Coordinator.
 - d. Provides and facilitates a forum for directors at Regional/Area events
3. **Responsibilities:**
Each Regional/Area Management Team member is responsible for:
 - a. Maintaining contact with appropriate staff members at International headquarters.
 - b. Maintaining comprehensive records and forwarding materials to her successor.
 - c. Training her successor.
 - d. Appointing staff to assist with the implementation of responsibilities as needed.