

Title:	Chair, ISTA Technical Division Board of Directors
Elected by:	the ISTA Technical Division Board of Directors
Length of Term:	Two (2) years, may be elected to a second term
Reports To:	the ISTA Global Board of Directors
Expected Result:	The Chair shall be the Leader of the Technical Division and works in partnership with the VP Technical to ensure achievement of the Technical Division's mission

Specific Responsibilities:

The Chair is the contact (liaison) between the Technical Division Board of Directors and the ISTA VP Technical and performs such duties as:

1. Serving as an ex-officio member of the Global Board of Directors
2. Working closely with the ISTA VP Technical to insure the success of the Technical Division
3. Chairing and contributing to Technical Division Board meetings of ISTA

Action Steps

Understand the role of the Technical Division in the Association.

Work in partnership with the VP Technical in planning the Board's agenda and in scheduling meetings

Call special meetings of the board where appropriate

If necessary, delegate work responsibilities, ensuring that they are spread out equitably among the Board members, and motivate members toward active participation and involvement in Board activities

Report to the Global Board of Directors on activities within the Technical Division

4. Working with the VP Technical to recruit and appoint new board members
5. Keeping informed on ISTA Technical affairs (such as reviewing the official minutes of the ISTA Technical Board meetings, reading current promotion literature and periodically viewing the Associations web pages), which assists the Director to:

Action Steps

Be able to promote ISTA memberships when appropriate.

Answer any technical questions that may be asked by members or the general public regarding the Association.

Be able to represent the Association and its opinions at transport packaging events.

Recommendations as to Qualifications:

- The Technical Division Chair for ISTA should be a member of ISTA for not less than one (1) year. This requirement may be waived in special cases as approved by the Technical Board Members.
- It is preferred that Chair has been active within the Technical Board or Testing Council.

Commitment Required

- One on-site Technical Division Board meeting per year. The meeting is one day in length and the locations may vary.
- One to Three Technical Division Board teleconferences per year.
- Responding to emails, electronic ballots or possible participation in telephone conference calls regarding special events that may occur during the time period between Board meetings.
- Monthly Technical Steering Committee calls

Benefits

- Knowledge that you are making a difference in the industry and your profession.
- Networking for the professional growth of yourself and your company who sponsors your involvement.
- Camaraderie with other professionals