

National Art Honor Society Officer & Leader Descriptions

NAHS wants your leadership! Make ART a SUCCESS!

President: (Requirement: Senior/ Junior; minimum 3rd-year membership)

(Liaison to Social Media Manager)

(Conducts formal and officer meetings, develops ideas for the organization, oversees the organization)

The president runs Friday morning meetings twice a month; And the weekly officer meeting; Provides leadership, initiates activities and programs, and develops strategies for strengthening the membership. Promotes communication among members. Able to delegate duties and help bring membership together, attend activities, and assist with events and fundraising. Communicate the success of members and new ideas to promote NAHS. The president will work closely with the Vice President, Social Media Manager and the Adviser.

Vice President: (Requirement: Senior/ Junior; minimum 2nd membership)

(Liaison to Paint Day Chair)

(heads communication of the organization, helps to conduct meetings, develops ideas for the organization)

The primary responsibility of the vice president is to assist the president in planning and implementing member education programs and activities for NAHS. In the absence of the president, the vice president assumes all responsibilities and may be required to participate in meetings and facilitate communication among the membership of NAHS.

Treasurer: (2nd-year membership; All grades)

(Liaison to Scholarship Chair)

Handles the money and bookkeeping of the organization, develops ideas for the organization)

The treasurer's job is to monitor member funds and reimbursements; keep members informed about finances; Discuss, request and sign money disbursements with club Adviser. Keep ledger current and deliver deposits to Mrs. Cassetta.

Secretary: (2nd-year membership; All grades)

(Liaison to Membership Chair)

Develops the calendar of meetings and events, handles all attendance, communication to members, paperwork, and organization)

The secretary's job is to maintain all records of the membership, record meetings, notify members of forthcoming meetings and carry on the general correspondence. Keep and help update meeting notes.

Historian/ Master of Ceremonies: (2nd-year membership; All grades)

(Liaison to Celebration Chair)

Plans and organizes Field Trips with Adviser. In charge of Induction Ceremony in September; Senior Awards Banquet Ceremony in May.

Education Chair (plan and oversee educational aspects of membership ie. Paint, Pottery Days, Summer Art Program)(work w/ VP)

Scholarship Chair (introduce ideas, plan and oversee events for scholarship)(work w/ Treasurer)

Membership Chair (plan and oversee events, activities, and socials)(work w/ Secretary)

Celebration Chair (help plan and oversee celebration of membership) Christmas party, Induction, and Awards banquet)(work w/ Historian)

Social Media Manager (attends events, document members; update asocial media FB: Nahs at Swhs T: SW_NAHS)(work w/President)

Public Relations Chair (Enjoys talking/working with people, willing to teach face painting to group members, organize making of products for sale)