

REFLECTIONS COMMITTEE CHAIR

Qualifications:

- Be a current member of PTA.
- It is required to have run a local or council level Reflections program or served on the Utah PTA Reflections committee.
- Have a knowledge and understanding of PTA programs.
- Have a working knowledge of parliamentary procedure (use Robert's Rules of Order), the bylaws, and standing rules.

Job Description:

1. Know and support the mission of Utah PTA.
2. Utilize and update position procedure book and other materials and be ready to pass onto successor.
3. Review and update website pages related to this position on a regular basis.
4. Serve as a member of the Utah PTA Board of Managers under the direction of the Programs Committee.
5. Organize and chair the Reflections Committee, as needed.
6. Serve on the Programs Committee and other committees as appointed or invited.
7. Be willing to provide support, resources, and training to local and council units and Region Support Committees on the Reflections program.
8. Serve as a member on committees of community organizations as requested and by approval of the Utah PTA president.