

Job Descriptions
DSEA LEADERSHIP TEAM

The Leadership Team shall consist of the DSEA President, Vice President, Treasurer, and NEA Director. The Executive Director shall meet regularly with and serve as an advisor to the DSEA Leadership Team. The Leadership Team shall hold regular meetings and in addition to responsibilities outlined in the DSEA Bylaws, shall:

1. provide information and knowledge to allow the Executive Board to make effective decisions;
2. maintain contact with local presidents and leadership teams with the intent of supporting local association leaders;
3. assist in planning and implementing organizational programs.

Job Descriptions
DSEA PRESIDENT

The DSEA President shall be the chief executive officer of DSEA. In addition to responsibilities outlined in the DSEA Bylaws, the DSEA President shall:

1. Meet regularly with the DSEA Leadership Team and with local association

Presidents/Leadership Teams;

2. Share duties with other members of the Leadership Team, as necessary;
3. Visit local leaders, governing bodies and members;
4. Report periodically to the membership at the DSEA Representative Assembly and other times, as necessary;
5. Serve as alternate NEA Director for Delaware;
6. Serve as the DSEA representative to the NEA Fund for Children and Public Education;
7. Be chairperson of the state delegation at the NEA Representative Assembly;
8. Call special meetings of the Executive Board and Representative Assembly;
9. Maintain a close working relationship with the Executive Director;
10. Evaluate the Executive Director annually based on input from the DSEA Executive Board and/or local Presidents.

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Job Descriptions
DSEA VICE PRESIDENT

In addition to responsibilities outlined in the DSEA Bylaws, the DSEA Vice President shall:

1. Meet regularly with the DSEA Leadership Team and with local association Presidents/Leadership Teams;
2. Share duties with other members of the Leadership Team, as necessary;
3. Visit local leaders, governing bodies and members;
4. Serve as vice chair of the state delegation to the NEA Representative Assembly;
5. Chair a major committee of the DSEA;
6. Serve as alternate representative to the NEA Fund for Children and Public Education.

Job Descriptions
NEA DIRECTOR

In addition to responsibilities outlined in the DSEA Bylaws, the NEA Director shall:

1. Meet regularly with the DSEA Leadership Team and with local association Presidents/Leadership Teams;
2. Share duties with other members of the Leadership Team, as necessary;
3. Visit local leaders, governing bodies and members;
4. Attend all NEA Board meetings;
5. Serve in a leadership capacity at the NEA RA.