# Recommended Steps for Success 

Review NEAFCS Mission, Vision, Creed

## Review

 NEAFCS Governance Documents: Bylaws, Policies \& Procedures Manual, Code of Conduct, and other accepted policiesVolunteer for other duties within the association, including Annual Session support duties

Apply for National Office: Review qualifications and duties specific to the role in which you are applying for

## Roles for Each Phase to Guide You to a National Officer and Beyond

Role 1t<br>Committee Member

A person in this role will build leadership capacity if they welcome opportunities to broaden their horizons as they carry out the projects and directives delegated to them.
Setting a solid foundation at this level is essential to climbing the leadership ladder.

Builds consensus
Reasons critically
Communicates clearly Overcomes adversity Maintains accountability

Demonstrates character Thinks logically
Displays commitment
Possesses capacity
Promotes teamwork

## Role 2: <br> Committee Chair

A person in this role must rally their troops, must align with and communicate the directions established by executive leadership and be able to build a shared understanding of the tasks and projects to be accomplished with the members of their team. Building on your solid foundation at this level is essential to climbing the leadership ladder. You need insights to determine if you want to keep rising.

Inspires others
Reasons critically
Leads decisively
Demonstrates passion
Overcomes adversity
Focuses on results
Manages stress

Demonstrates character
Thinks logically
Builds reputation Inspires innovation
Displays commitment
Possesses capacity
Promotes teamwork

A person in this role serves as a driver of the organization. Executives prepare and execute the strategic plan that guides the direction of the organization or their area of responsibility. They exercise leadership among their peers. They manage not just one team but several teams. They define and set ambitious goals, identify opportunities and launch initiatives to turn them into a reality. They are the external outward-facing representative of the interests of the organization and must further the interests of the different stakeholders within the organization.

Initiates independently<br>Drives achievement<br>Inspires others Leads decisively<br>Sustains financial stability

Demonstrates passion
Seeks innovation
Focuses on results
Possesses experience and expertise
Demonstrates strategic thinking
Displays commitment

Possesses capacity
Promotes teamwork
Fosters and adapts to change
Considers big picture
Leads with vision

## National Board Positions Preferred Qualifications

## President/President-Elect

$\square$ Must have served on the Association's Executive Board.
$\square$ Attended three or more Annual Sessions.
$\square$ Should have served as Affiliate President and one term on the national board or two terms on national board prior to applying for the President Elect position.

## Vice President for Public Affairs

$\square$ Attended one or more Annual Sessions.
$\square$ Served as State/Territory Affiliate Officer or State/ Territory Affiliate Committee Chair, or served on a National Committee at least two years.
$\square$ Attended a National or State Public Issues or Public Policy Conference.

## Vice President for Professional Development

$\square$ Attended one or more Annual Sessions.
$\square$ Served as State/Territory Affiliate Officer or State/ Territory Affiliate Committee Chair, or served on a National Committee at least two years.

## Regional Director

$\square$ Attended one or more Annual Sessions.
$\square$ Served as a State/Territory Affiliate Officer or State/ Territory Affiliate Committee Chair, or served on a National Committee or similar service in another professional organization.

## Vice President for Member Resources

$\square \quad$ Attended one or more Annual Sessions.
$\square$ Served as State/Territory Affiliate Officer or State/ Territory Affiliate Committee Chair, or served on a National Committee at least two years.

## Vice President for Awards \& Recognition

$\square$ Attended one or more Annual Sessions.
$\square$ Served on a National Awards and Recognition Committee for at least two years, or served as a National Board Member, or served as State/Territory Affiliate Awards chair/contact.

## Treasurer

$\square \quad$ Attended one or more Annual Sessions.
$\square$ Served as State/Territory Affiliate Officer or State/ Territory Affiliate Committee Chair, or served on a National Committee at least two years.
$\square$ Served as Treasurer of a professional organization or has appropriate educational background and training in both finance and investment management.

## Secretary

$\square$ Attended one or more Annual Sessions.
$\square$ Served as State/Territory Affiliate Officer or State/ Territory Affiliate Committee Chair or served on a National Committee at least two years.

