

### **HOD Delegate Chair**

#### **HOD Delegate Chair:**

- Must be a member of the Academy and PHCNPG.
- Is elected
- Serves as a voting member of the Executive Committee (EC)

#### **Term:**

Three years; can be reappointed once

#### **General PHCNPG duties**

- Serves as a member of the House of Delegates (HOD) and represents the DPG at HOD meetings and other business.
- Attends EC meetings and conference calls.
- Performs other duties as specified in the job description or as designated by the EC

#### **Position specific duties**

- Participates in HOD activities to identify and prioritize trends in the profession and provides input to HOD on issues affecting PHCNPG.
- Participates in HOD and Board of Directors (BOD) committees and task forces as assigned, including HOD MyGroups and fall and spring HOD meetings
- Performs functions, as needed, to assist in facilitating the work of the HOD.
- Informs Executive Committee about HOD issues by participating in conference calls and Executive Committee meeting as available.
- Promotes/networks and reflects the issues of practice in community nutrition and public health nutrition.
- Serves as a technical expert on the practice in the fields of community nutrition and public health nutrition.
- Identifies and propose initiatives to the HOD initiatives in the fields of community nutrition and public health nutrition.
- Performs other duties as assigned by the Speaker.
- Encourages and promotes diversity and inclusivity.
- Informs members about HOD issues via newsletter, website, or discussion list or eblast.
- Considers serving on at least one (ad-hoc) committee of the practice group
- Trains the incoming delegate and transfers relevant files.
- Participates in trainings, meetings, webinars, and teleconferences as provided by the Academy for DPG leadership.
- Participates in monthly conference calls and meetings at FNCE.
- Reviews and updates job description as needed and submits it to the Executive Committee for approval.

# Public Health/Community Nutrition Practice Group Job Descriptions



Original: 05/14

Revised/Approved: 05/03/19