

**Idaho Physical Therapy Association
Board of Directors**

1.0 INTRODUCTION

The purpose of this description is to establish and define the functional role, requirements, reporting relationships, authority, tasks and responsibilities, and measurements of performance of the members on the Board of Directors.

2.0 FUNCTIONAL ROLE

- 2.1 The Board of Directors serves to direct IPTA Policy in coordination with APTA policy through approval of resolutions stating the IPTA's position on specific issues.
- 2.2 The Board of Directors serves to direct the planning and financial affairs and activities of the IPTA through approval of committee and district budgets along with the overall Chapter budget.
- 2.3 The Board of Directors serves to oversee and approve amendments to the IPTA bylaws.
- 2.4 The Board of Directors serves to recognize changes in APTA bylaws and assist in the incorporation of these changes into the IPTA bylaws as necessary.
- 2.5 The Board of Directors serves to formulate the annual report of IPTA Chapter activities and finance to the APTA and the membership.
- 2.6 The Board of Directors serves to formulate, approve and execute the IPTS Strategic Plan.
- 2.7 The Board of Directors serves to oversee and review IPTA finance policy.
- 2.8 **Term:** dependant on position within organization.

3.0 REQUIREMENTS

- 3.1 **Membership:** IPTA member in good standing and holding one of the following offices:
 - 3.1.1 Executive Committee Position (President, Vice President, Secretary, Treasurer, and Chief Delegate)
 - 3.1.2 Nominating Committee Chair
 - 3.1.3 Ethics Committee Chair
 - 3.1.4 Education Committee Chair
 - 3.1.5 Finance Committee Chair
 - 3.1.6 Reimbursement Committee Chair
 - 3.1.7 Legislative Chair
 - 3.1.8 Public Relations Chair

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3.1.9 By-laws Chair

3.1.10 PTA Caucus Representative

3.1.11 District Chairs (Southwest, North Central, Northern, South Central, Eastern)

3.4 Physical and Mental Requirements:

3.4.1 **Physical:** Willingness to interact via either telecommunication or physical meetings at least 3 times / year.

3.4.2 **Mental:** Collaborative skills with others. Willingness to share ideas.

4.0 REPORTING RELATIONSHIPS

4.1 The Board of Directors is directly responsible to the membership.

4.2 The Executive committee and all committee chairs report to the Board of Directors either directly or through a designated standing committee.

5.0 AUTHORITY

5.1 Individuals on the Board of Directors have the authority of their designated positions within the association.

5.2 As a collective, the Board of Directors has complete authority over all aspect of the IPTA .

6.0 TASKS AND RESPONSIBILITIES

6.1 Oversee business of the IPTA.

6.2 Attend 3 meetings per year.

7.0 MEASUREMENTS OF PERFORMANCE

7.1 Kept track of progress on the Strategic Plan.

7.2 Held various officers and chairs accountable for their respective position duties.

7.3 Thoughtfully considered any changes in the structure, policies or procedures of the IPTA for benefit of the membership.