

## President PHAA

### Role:

The President of the Public Health Association of Australia (PHAA) has the overall role to provide the leadership for the Association. She/he is responsible for the implementation of the Strategic Plan in every area of the PHAA. Activities included in this portfolio may include:

- works with the Board and CEO on the liaison with Government and stakeholders;
- works with other members of the Board, including the Vice-Presidents to ensure that their roles and responsibilities are fulfilled
- development and review of strategies for membership matters;
- development and review of financial matters; and
- development and review of capacity building around events, stakeholder engagement and other activities.

### Administrative Responsibilities:

The Administrative activities of the President may include:

- The President presides over meetings of the Association, (including Board Meetings and Annual General Meetings);
- The President also ascertains that all policies and procedures, including constitutional arrangements, are adhered to and whenever necessary takes remedial action.
- oversees all general and formal liaison activities of the Association;
- The President provides guidance to the Annual Conference Committee early in their deliberations in order to provide guidance on themes and speakers. And on other Conference planning issues. The President provides an official address at the opening of the Annual Conference that includes information about progress since the last Annual Conference, and to the extent possible at special interest conferences.
- presiding over any committees that he/she may form, developing agendas and finalising the minutes for each meeting;
- liaising with the CEO on:
  - the direction of policy issues may take;
  - the development and implementation of sponsorship, advertising, membership strategies and other organisational plans
- representing the PHAA at any occasion agreed with the CEO; and
- The President is responsible for the administration of the President's Award each Year.