

# Job Description

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## Immediate Past President

1. He/she shall assist the President in the management of the Association and keep himself/herself informed on all the policies of the Association.
2. He/she shall be available for the Annual Foot and Ankle Scientific Seminar to assist the facilitation of the meeting on site.
3. He/she shall serve as a member of the Board of Trustees and attend regular and special scheduled meetings of the Board of Trustees as well as the Executive Committee.
4. He/she shall participate in leadership orientation.
5. He/she shall represent the Association as assigned.

November, 2014