# President/Vice president

- Leadership: Ability to lead and motivate the board and the association's members.
- **Communication**: Strong verbal and written communication skills for effective interaction with members and external parties.
- Strategic Thinking: Capability to develop and implement long-term strategies.
- **Decision-Making:** Skill in making informed decisions and resolving conflicts.
- Representation: Ability to represent the association professionally to external stakeholders.

### **General Secretary**

- Organizational Skills: Excellent organization and time-management abilities.
- Attention to Detail: Precision in maintaining records and taking minutes.
- Communication: Strong writing skills for clear and effective communication.
- Confidentiality: Ability to handle sensitive information discreetly.
- Multitasking: Capacity to manage multiple tasks simultaneously.

#### **Treasurer**

- Financial Acumen: Strong understanding of financial principles and management.
- Budgeting: Ability to prepare and manage budgets.
- Analytical Skills: Skill in analyzing financial data and making projections.
- Attention to Detail: Precision in managing accounts and financial records.
- Integrity: High level of integrity and ethical standards.

### **General Board Member**

- Adaptability: Ability to support various functions and take on different roles as needed.
- **Teamwork**: Strong collaboration skills to work effectively with other board members.
- **Problem-Solving**: Ability to identify issues and develop solutions.
- Communication: Clear and effective communication skills.
- Event Planning: Ability to plan and organize events, including logistics and coordination.
- Project Management: Skill in managing multiple projects simultaneously.
- **Creativity**: Ability to design engaging and varied activities for members.
- **Budgeting**: Knowledge of budgeting for events and activities.
- **Team Leadership**: Ability to lead committees and coordinate volunteers.

## **Board Member Education and Training (Academy)**

- Educational Planning: Ability to develop and implement educational programs.
- Training Skills: Experience in conducting and organizing training sessions.
- Curriculum Development: Skill in creating educational content and materials.
- **Evaluation**: Ability to assess the effectiveness of training programs and make improvements.
- Communication: Strong verbal and written communication skills for teaching and training.