



SAVE International Board of Directors FUNCTIONS & RESPONSIBILITIES

Board Position: Vice President – Construction

Reports to: Executive Vice President

Reported to by: Director – Construction

Term of Office: Two (2) years

Elected by: Membership

Qualifications: Must be a member in good standing
Knowledge and experience within the technical area being represented

Basic Functions:

- Manage Society
- Promote growth

Functions and Activities to Support Functions:

Manage Society

- Coordinate and submit an annual plan of goals and activities to the Executive Vice President prior to the annual conference, one month after appointment, or as directed.
- Recommend candidates, for board approval, for directors reporting to this office.
- Maintain records of office activities and pass on to successor.
- Serve as a voting member of the Board of Directors.
- Attend all scheduled Board of Directors meetings.

Promote Growth

- Promote value methodology advancements in construction.
- Increase the knowledge and use of value methodologies within the construction area.
- Promote corporate and individual membership with SAVE International.

Communicate Information

- Provide examples of value methodology successes within the construction area to the Vice President – Marketing.
- Develop technical information for inclusion in promotional material.
- Write (or have written) and place articles in construction trade magazines.
- Communicate and represent chapter and member issues and concerns to the Board of Directors.



SAVE International Board of Directors FUNCTIONS & RESPONSIBILITIES

- Prepare and submit a written summary report of activities and the status of those activities, including directors' activities, to the Executive Vice President and Executive Director at least two (2) weeks prior to each Board of Directors meeting.
- Maintain records of office activities and pass on to successor.

Conduct Conferences

- Be responsible to obtain and review technical papers to be used for seminars, conferences, and publications.
- Develop *Construction Forum* for the annual conference.

Develop Intersociety Agreements

- Manage and promote intersociety agreements related to construction.
- Visit and make presentations to other professional organizations.

Recognize Contributions

- Identify and recommend possible candidates for awards from the construction area.

Promote Professional Practice

- Develop and maintain a *Manual of Practice* publication in the construction area.

Broaden Applications

- Promote new applications of VM in construction.
- Develop and sponsor technical programs for educational activities and coordinate seminars and training with Vice President – Education.