

**Position:**

State Continuing Education Chair

Term:

2 years

Description:

The State Continuing Education Chair is responsible for coordinating local meetings, educational opportunities and/or social events with the support of the state representative and local membership. Also disseminates news of local and national education and events to the local membership. The state continuing education chair is accountable to the state representative and the chair of the Education Committee. Two-year term with a two-term limit. Recommended by the state representative in consultation with the chair of the Education Committee and the CEO. Approved by the president

General Qualifications and Personal Qualities:

- a. Board certified chaplain preferred (MUST be in good standing with APC membership & BCCI certification)
- b. Demonstrated sensitivity to diversity and inclusivity issues
- c. Demonstrated team player with collaborative work style
- d. Demonstrated ability to initiate and accomplish work within timelines
- e. Demonstrated ability to follow through on tasks and commitments
- f. Demonstrated ability to be flexible, yet work within set policy standards
- g. Excellent verbal, written and organizational skills
- h. Access to communication networks to communicate with other local leaders and state membership

Specific Qualifications:

- a. Ability and institutional support to provide hours needed to perform responsibilities
- b. Commitment to APC, and its vision and strategic plan
- c. Ability to deal creatively and dispassionately with conflict
- d. Understands and works well within the APC's organizational structure