

Northern California World Service Committee

Immediate Past Delegate (IPD) and Past Delegate (PD)

PURPOSE OF IMMEDIATE PAST DELEGATE: To assist those currently serving on the NCWSC. Their involvement in area-wide service for several terms has given them knowledge and experience needed to provide historical perspective and valuable resources to the leadership of NCWSA. The IPD is not an officer unless serving as the Chairperson.

PREREQUISITES, REQUIRMENTS, SKILLS or TALENTS NEEDED:

- To have been the Delegate during the immediately past panel of the NCWSA

DUTIES:

- To immediately upon completion of their term as Delegate become the IPD, if they are willing as defined in the NCWSA Bylaws Article VI, Section 10.
- To attend all meetings of the NCWSA and NCWSC and to vote as a member of the NCWSC.
- To be available to advise officers, coordinators and members as needed.
- To serve as Chairperson and Officer if the office of Chairperson becomes vacant until a new Chairperson can be elected at the next regularly scheduled meeting of the NCWSA.
- To serve as Acting Chairperson if the Chairperson is not available or has a conflict of interest.
- To attend the World Service Conference if the Delegate, Alternate Delegate or Chairperson is not able to attend.
- To perform other duties as assigned from time to time by the NCWSA and its officers.

RESPONSIBILITIES:

- To be familiar with and ready to assume all duties and responsibilities of the Chairperson if the member holding that position is unable to perform their duties.
- To be ready to assume all duties and responsibilities of the Delegate if the Alternate Delegate is unable to perform the duties of the Delegate.
- May attend any seminars, conferences and meetings including South West Regional Delegates Meeting (SWRDM) as authorized by the NCWSA

AMOUNT OF TIME PER MONTH, YEAR or TERM REQUIRED:

Become familiar with the responsibilities of the Chairperson	- Six hours per Term
Perform duties and responsibilities of the Chairperson	- As needed
Attend NCWSA Assemblies	- Four days per Year
Attend NCWSC Meetings	- Six days per Year
Attend SWRDM	- Four days per Year

EXPENSES: All expenses are paid by NCWSA for attendance at Assemblies and Committee Meetings. Expenses for attending SWRDM are paid as limited by the budget and a vote by the NCWSA Assembly.

TIME LINE: if applicable

EQUIPMENT NEEDED:

- None

FORMS USED:

- None

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Immediate Past Delegate (IPD) and Past Delegate (PD)

PURPOSE OF PAST DELEGATE: To assist and support current members of NCWSA with their knowledge and experience as defined in the NCWSC Guideline, Section V.

PREREQUISITES, REQUIRMENTS, SKILLS or TALENTS NEEDED:

- To have been a Delegate in any previous panel

DUTIES:

- To be available to assist and support all activities of NCWSA
- To serve, if willing, as the Immediate Past Delegate if that person is unable to perform their duties
- To accept the gratitude of all members of NCWSA for their service to the Area

RESPONSIBILITIES:

- May attend all NCWSA Assemblies and NCWSC Meetings.
- May attend WSC if Delegate, Alternate Delegate, Chairperson or IPD is not available to attend.
- May attend seminars, conferences and meetings as authorized by NCWSA, including SWRDM

TIME LINE: if applicable

AMOUNT OF TIME PER MONTH, YEAR or TERM REQUIRED:

Attend NCWSA Assemblies	- Four days per Year
Attend MCWSC Meetings	- Six days per Year
Attend SWRDM	- Four days per Year

EXPENSES: As authorized by the NCWSA

EQUIPMENT NEEDED:

- None

FORMS USED:

- None

OTHER INFORMATION: