

EDUCATION COMMISSIONER

Qualifications:

- Be a current member of PTA.
- It is preferred to have previously served at least one year on a Utah PTA Commission or Committee.
- It is preferred to have served one term on a local or council PTA board.
- It is preferred to have previously served on the Utah PTA Legislative Advocacy Committee.
- Have a knowledge and understanding of PTA programs.
- Be familiar with and knowledgeable about education and legislative issues.
- Have a working knowledge of parliamentary procedure (use Robert's Rules of Order), the bylaws, and standing rules.

Job Description:

1. Know and support the mission of Utah PTA.
2. Utilize and update position procedure book and other materials and be ready to pass on to successor.
3. Review and update website pages related to this position on a regular basis.
4. Serve as a member of both the Utah PTA Board of Directors and Board of Managers.
5. Organize and chair the Education Commission.
6. Implement commission programs and projects and be knowledgeable about and responsible for the areas of commission focus, may include, but are not limited to: Education resources for parents and local PTAs
7. Increase Understanding of Utah Education Issues including public education funding
8. Work with and assist local and council Education Commissioners to establish, develop, and oversee school level commissions and promote quality education for all Utah children.
9. Coordinate efforts with the other commissioners and work as a team.
10. Serve as a member of the Commissioners, Legislative Advocacy, and Resolutions committees.
11. Serve on subcommittees within the scope of the position, as well as on other committees as appointed or invited.
12. Attend other education meetings and conferences as interest, time, and budget allows.
13. Serve as a member on committees of community organizations as requested and by approval of the Utah PTA president.