

**Mutual Aid Box Alarm System – Illinois
Policy – Practices – Guidelines Manual**

Index #A-02-02

Adopted – 10-24-07

Revised:

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Subject: Governance – Elected MABAS Board Members Leadership Team
Position Descriptions

Functional Area: Administration

Category: Policy and Appendice Attachments

Approved By:



Purpose:

Provide policy and assertive direction regarding duties and responsibilities for each elected member of MABAS-Illinois Boards, including; President, 1st Vice President, 2nd Vice President and Treasurer/Comptroller.

Responsibility:

It is the responsibility of each elected MABAS-Illinois Executive Leadership Team Member to;

- Review, understand and fulfill duties and responsibilities as stated in the position descriptions.
- Attend MABAS Executive Board Meetings and other meetings/events associated with the position duties and responsibilities.
- Declare intent of accepting or declining a stipend as needed. (see stipend policy)
- Assist as needed or directed by MABAS Leadership Team Board President.

Accountability:

Each MABAS Elected Leadership Team Board Member is accountable to the position description and all member MABAS Divisions in Illinois.

Reporting Requirement:

As required by position descriptions. All elected MABAS-Illinois Board Members Position descriptions are included as on attachment appendice to this policy