

Central Illinois Human Resources Group (CiHRG)

Success Profile for CiHRG Volunteer Leaders

Candidates for officer or committee chair positions should possess the following qualities to be successful volunteer leaders.

- Leadership skills
- Creativity/innovation
- Ethical professional behavior
- Motivates, inspires, empowers others
- Represents the values and view of CiHRG and SHRM
- Presents a professional image
- Strong communication skills
- Recognized by peers
- Ability to work in teams
- Sound judgment
- Past history of involvement and high performance
- Ability to identify and develop future leaders
- HRCI certified or plans to certify
- SHRM member
- Regular attendance at Chapter meetings and Board of Director meetings
- HR professional experience
- Company support (financial and time)

Officer Profiles

In general, candidates for officer positions must be Professional members of CiHRG as defined in Article III, Section 2 of the Chapter By-Laws. The Chapter By-Laws are available on the CiHRG web site at www.cihrg.org and in the printed membership directory. Officers are required to be members of the Society for Human Resource Management (SHRM) in good standing while holding office. It is recommended that candidates be members of CiHRG for one year prior to holding office. Candidates are also encouraged to serve on a CiHRG committee or other volunteer role prior to holding office.

President

The President shall preside at the meetings of the Chapter and shall have general charge of the affairs and business of the Chapter. The President shall submit an article for the newsletter each month. Candidates for Chapter President must be members in good standing of the Society for Human Resource Management (SHRM). This is a requirement of SHRM in order to receive financial support from them. It is desirable for Chapter President candidates to have served on the Board of Directors in another capacity prior to running for President and must have served as President Elect prior to taking office. The President shall serve a term of no less than one year and no more than two consecutive years.

President-Elect

The President-Elect, at the request of the President, or in the President's absence, may perform the duties of the President. The President-Elect shall plan the programs for the Chapter meetings. The President-Elect assumes the role of the President at the completion of their term.

Secretary

The Secretary shall be responsible for processing membership applications, the monthly membership mailings, preparation of a record of the proceedings of all meetings, and shall also perform such other duties as the President may determine.

Treasurer

The Treasurer shall be responsible for the financial affairs of the Chapter, shall arrange the site for meetings, and collect dues/payments from members and pay for meals served at meetings. The Treasurer shall also perform such other duties, as the President shall determine.