

## **Operating Code for the Office of President-elect**

- I. Qualifications:
  - A. Professional or retired membership in National Academy of Health and Physical Literacy (Academy) for at least 5 years. (3 years for the 2026 elections)
  - B. Must have served on the NAHPL Board, a Region Cabinet or a NAHPL Standing Committee Chair.
  - C. Experience and demonstrated leadership in the fields related to health literacy and/or physical literacy for at least five years prior to election.
- II. Election/Selection:
  - A. The Representative Assembly shall elect the President-elect at the time of the annual meeting. See the Elections Committee Operating Code.
  - B. If the resignation of the President-elect becomes necessary, the officer shall submit the resignation in writing to the President. See Board of Directors Operating Code Section VI.
- III. Duties and/or Functions: The President-elect shall:
  - A. Assume the duties of the President in case of resignation or death or act for the President in case of absence.
  - B. Serve as a member and attend all meetings of the Executive Committee and Board of Directors.
  - C. Become familiar with the Operating Codes of the Board of Directors, Program Councils and Committees.
  - D. When possible, attend a leadership conference of their choice. Examples include, but are not limited to Society of Association (SAM) Leadership Development Conference, Region Leadership Conferences (Eastern Seaboard, Southern Tier) and State Leadership Conferences.
  - E. Submit for Board approval members to all Standing Committees, President's Committees, and non-elected Board positions prior to assumption of office of President.
- IV. Amendments: Recommendations for revisions and/or amendments to this Code must be submitted to the Board of Directors for consideration and/or approval.