

NDAESP “The Voice” Editor Responsibilities

1. Appointed by the President for a three-year term. Number of terms may be unlimited.
2. Publish and distribute the state “The Voice” at least three times a year.
3. Serve as a voting member of the Executive Committee.
4. Solicit articles for the “The Voice” from the President, State Representative, committees, and principals at large.
5. Serve as the “Electronic Archivist” for NDAESP.
6. Ensure NDAESP website is maintained.
7. Ensure NDAESP list-serve is maintained.
8. Attend the State Leadership Conference in Washington, DC. and the NAESP National Convention. Reimbursement will be based on current NDAESP protocols.
9. Provide an electronic summary to the State Editor of his/her experiences and responsibilities at the end of their term.
10. Facilitate the NDAESP on-line election process and communicate the election results to the Nominating Committee Chairperson.
11. Facilitate on-line surveys of the NDAESP membership as needed.