

Louisiana Society for Human Resources Management (LASHRM)  
Position Description

**TITLE:** LASHRM District Director III

**REPORTS TO:** LASHRM State Council Director

*Function:*

Serves as a voting member and a council representative of a designated geographical area within the state which includes Lafayette, Lake Charles, Baton Rouge, and Alexandria. Provides leadership and communication to further the Society's goals and objectives between existing and future SHRM members and SHRM professional and student chapters.

*Duties and Responsibilities:*

1. Serves as a voting member of the state council and is expected to attend and participate in all meetings of the council.
2. Promotes SHRM membership among practicing members of the human resource profession.
3. Identifies individuals who demonstrate effective leadership roles within his/her district for potential leadership involvement on the council.
4. Assists the council in the dissemination or development of information, providing timely and accurate response to proposals, surveys and questionnaires. Recommends policy changes as warranted.
5. Reports to the state council director on a regular basis concerning chapter/member activities, accomplishments and opportunities within his/her district.
6. Provides direction, assistance and support of professional development activities within the state and SHRM.
7. Develops and facilitates two-way communications between local SHRM chapters and the state council. Maintains contact with assigned chapters and attends chapter meetings and local board meetings on a regular basis.
8. Identifies and assists in the development of new SHRM professional chapters through the affiliation of existing human resource organizations and other interested human resource groups.
9. Works with chapter leaders to incorporate state and SHRM goals into local chapter activities. Promotes and encourages local chapter involvement in the SHRM professional and student chapter merit award program.

10. Enhances and expands legislative activities and encourages member involvement at all levels within the state.

*Requirements:*

1. Must be an SHRM member in good standing throughout the duration of participation on the Governing Body (Article VI, Section D). HRCI certification highly desirable.
2. Appointment is made by the State Council Director with the prior concurrent of the appropriate SHRM representative assigned by SHRM to advise the Governing Body. (Article VI, Section E)
3. Must be able to visit chapters throughout their assigned region.
4. Serves a term beginning the first day of January and ending the last day of December. May be reappointed in the same position for not more than four additional consecutive years. (Article VI, Section E)