

AMTA Immediate Past President Job Description and Timeline

Immediate Past President (IPP)

Part 1: The Immediate Past President (IPP)'s main job is to provide mentorship to the current President. Many issues that are old business items that the President may be confronted with, often started within the Immediate Past President's presidency term. The IPP would step in to fulfill the President's duties in any occasion appropriate, if needed - such as running a board meeting, attending MTNA summit, attending MTNA conference, announcing/running sessions at AMTA state conference, leading committees elected from the president, etc.

Part 2: The Immediate Past President serves on many committees within the executive board. The IPP is often on committees that the President selects to decide new business.

Send in reports as needed for board meetings. Attend board meetings. Attend state conference.

AMTA Teacher of the Year (TOY): The IPP handles everything about the AMTA TOY. The IPP selects an AMTA Teacher of the Year committee consisting of the IPP and two other executive board members. This committee will review and vote on nominations for the bi-annual AMTA TOY award. The IPP presents the AMTA TOY at the AMTA state conference. The IPP must submit the AMTA TOY *to MTNA for the MTNA TOY* award. On years when there is not a nominated AMTA TOY, the IPP will form a review committee consisting of the IPP and two other executive board members to review and select any nominations of PAST AMTA TOY to be sent forward for the current MTNA TOY.

The IPP is responsible for securing and presenting the President plaque to the president that served the term after them. This presentation of plaque is awarded at the end of the President's term and at the AMTA state conference banquet.

Part 3: Deadlines- The TOY for both AMTA *and MTNA* have stipulated deadlines. The IPP needs to meet these deadlines with the committee they have formed.