

Duties National Education Director

Meetings

1. Attend the NAWGJ Board of Directors meeting once per year, if requested by the President.
2. Failure to attend two consecutive Board of Directors meetings shall constitute an automatic suspension.
3. Submit an annual report to the Board of Directors.

Specific Duties

1. Be responsible to the Executive Committee Officers and/or the Board of Directors.
2. Collaborate with the National Librarian to develop and provide educational materials.
3. Coordinate with the National Website Director to provide online education, including the development of online courses.
4. Assist the Education Committee Chair in overseeing the development of projects.
5. Collaborate with the Board of Directors on the National Symposium.
6. Create an annual plan for development of new educational projects..
7. Work with the Website Director to ensure educational sites are current and accurate.
8. Acquire approval for all technical information used.
9. Collaborate with USA Gymnastics and other national gymnastics organizations on judges' education.
10. Embody and enforce the adherence to high ethical standards in judging and professionalism in the sport of gymnastics.
11. Support and promote the National Judges' Cup. NAWGJ events and responsibilities must take priority over non-NAWGJ events.

Financial and Reports

1. Obtain permission from the Director of Finance for depreciable expenses of \$500 or more.
2. Work with the Director of Finance on finance matters.
3. Provide a written and oral Annual report, including financial expenditures, to the Board of Directors at the Summer meeting.
4. Prior to the Summer Board of Directors' meeting, collaborate with committee chair on a written Annual Report to the NAWGJ Secretary.
5. Annually sign and submit to the Vice President a Confidentiality Agreement, a NAWGJ Conflict of Interest statement, and the Mitigation Form, if applicable.

Noncompliance with the responsibilities of this office could result in removal from office after review by the Board of Directors.