

POSITION DESCRIPTION

CAS President Elect

1. Incumbency. The President-Elect is a Fellow elected by the membership as prescribed by the Constitution.
 2. Tenure. The President-Elect serves for one year. A Fellow may be elected President-Elect only once.
 3. Accountability. The President-Elect is accountable and reports to the President.
- 1) Duties. The President-Elect's primary area of responsibility is to assist the President in carrying out the duties of that office as directed by the President. In addition, the President-Elect shall:
- a) Serve as a member of the CAS Board of Directors.
 - b) Assist the President in the President's responsibility to oversee the operations of the CAS. In this capacity the President Elect shall:
 - i) Approve task force chairs and members and supervise the activities of active CAS task forces reporting to the President-Elect.
 - ii) Perform the duties of the President in the event of the President's absence, inability, or refusal to act.
 - iii) Participate in meetings of the Executive Council.
 - iv) Conduct the annual CAS Leadership Summit.
 - v) Review (at least annually) this position description for continued relevance and propose any needed changes to the President for approval.
 - vi) Serve on:
 - (1) CAS Leadership Team
 - (2) CAS Office Compensation Committee
 - (3) International Leadership Team
 - (4) Leadership Development Committee
 - vii) Advise the President in the President's role of supervising the activities of the Vice Presidents and the Executive Director.
 - viii) Perform other duties as may be assigned by the President.
 - c) Assist the President in representing the CAS to other organizations. In this capacity the President-Elect shall:
 - i) Serve as a CAS representative to:
 - (1) The North American Actuarial Council
 - (2) The Council of US Presidents
 - (3) The Casualty Practice Council of the American Academy of Actuaries
 - (4) The Board of Directors of the American Academy of Actuaries
 - (5) The Joint Discipline Council
 - ii) Supervise the activities for liaisons and CAS representatives to other organizations as established and assigned.

4. Authority. The President-Elect has the authority to act as required to effectively conduct the business of her/his office except to:
 - a) Enter into contract on behalf of the Society without the written approval of the Board.
 - b) Authorize expenditures on behalf of the Society in excess of \$25,000. The President-Elect is subject to the expenditure authority guidelines approved by the Board of Directors in September 2007.

The President-Elect is charged with exercising sound judgment in the conduct of the business of her/his office. Whenever a question arises where authority/responsibility is not clear, the President-Elect is expected to consult with the President in advance of exercising any of the available options.