Section III Policy and Procedures

## **AREA DIRECTOR**

- 1. Be conscious of the particular problems and needs in your respective Area
  - a. Basin Area—Daggett, Duchesne, Uintah
  - b. Ben Lomond Area—Davis, Morgan, North Summit, Ogden, South Summit, Weber
  - c. Cache Area—Box Elder, Cache, Logan, Rich
  - d. Dixie Area—Beaver, Garfield, Iron, Kane, Washington
  - e. Green River Area—Carbon, Emery, Grand, San Juan
  - f. Nebo Area— Alpine, Heber, Juab, Nebo, Provo, Tintic, Wasatch,
  - g. Oquirrh Area—Canyons, Granite, Jordan, Murray, Park City, Tooele, Salt Lake
  - h. Sevier Area—North Sanpete, Millard, Piute, Sevier, South Sanpete, Wayne
  - i. Charter Schools
- 2. Promote the work of the School Nutrition Association, local, state and national levels.
- 3. Promote membership and certification in your Area.
- 4. Organize new chapter affiliates in your Area.
- 5. SNAU will reimburse a maximum of \$3.00 per person for Fall and Spring Area Meetings when accompanied by receipts and a signed roll.
- 6. Give Nominating Committee a list of names of members who could be candidates for an elected or appointed office on the Executive Board.
- 7. Submit reports to the SNAU Vice President of work accomplished and plans for work in the coming year.
- 8. Make arrangements for and conduct at least two meetings a year in your Area. Give Chapter Presidents and District Directors 30 days' prior notice.
  - a. The meetings should promote membership and certification in the Association.
  - b. The meetings should provide information and training to help members become more professional in their jobs.
- 9. The Area meetings should be well planned and provide 2 or more certification credits for attendance.
- 10. Should contact Membership/Certification Chair to arrange for Certificates to be given to members in attendance at meeting.
- 11. Provide Vice President with name of Area Director each year.
- 12. Attend and serve as a voting member of the House of Delegates, or send and alternate if you cannot attend
- 13. Submit a written annual report to the SNAU Vice President by April 30th to be included in the House of Delegate Folder. Included the reports from the Chapter Presidents.