****

**National Tuberculosis Nurse Coalition**

**President Responsibilities and Resources**

**Call in number: 1-800-250-2600**

**Moderator Pin: 55418676#**

**Participant Pin: 56577601#**

**The responsibilities of the President include:**

* **Presiding over the annual meeting of the Coalition and all meetings of the NTNC officers.** 
  + **In his/her absence, the presiding member of the Executive Committee shall be President-Elect.**
* **Shall supervise affairs of the Coalition.**
* **Call meetings of the members of the Executive Committee and provide the agenda to be distributed by the Executive Secretary**
* **Implement a project to accomplish during the Presidential term**
* **Participate in the NTNC Nurses Meeting Planning Committee**
* **Shall serve on the Executive Committee of NTCA and provide updates to NTNC**
* **Participate in committee meetings calls when scheduled**
* **Provide support to committee chairs and board members**