

## Bellevue Big Picture PTSA BOARD of DIRECTORS JOB DESCRIPTIONS

Each position on the Board of Directors is appointed for one year. Positions can be renewed each year with no limits. The time commitment provided is a guidance. Some may choose to volunteer more time than indicated. All positions are unpaid volunteer positions. Nominees must be a parent or guardian of a student at BPS, and a current PTSA member (any PTSA).

### Bellevue Council PTSA Rep

- Appointed Position
- Attend monthly Bellevue PTSA Council Meeting as the Bellevue Big Picture Representative
- Vote at Council meetings in the interest of Bellevue Big Picture PTSA
- Take notes and report back to the PTSA board

#### Meetings to attend:

- Monthly PTSA board meeting (2 hours)
- Monthly PTSA Council meeting (1-1/2 hours)
- Attend at least one mandatory training as required in the WSPTSA Uniform Bylaws to remain in good standing. (1 -2 hours)
- Stay up to date on PTSA news and emails (15 minutes a week)

**Time Commitment Per Month: 3- 4 hours**