

Decription of the Role of EALTA president

The main responsibilities of the role are as follows:

- Governing the association: strategically plan and steer EALTA's activities, carry out the purposes or business of EALTA and other actions as directed by the membership.
- Disseminating EALTA's mission statement and reaching out to future members from the three constituencies EALTA aims at: testers, teacher trainers, teachers.
- Chairing the Executive Committee, determine the agenda and preside at the regular meetings. The duties of the EC are, more specifically:
 - i To promote and disseminate the content of the Mission Statement.
 - ii To approve all changes to the content of the Association's website.
 - iii To organize publications and activities according to the objects of the Association.
 - iv To ensure that the finances of the Association are in good order and are used only in pursuit of the objects of the Association.
 - v To respond to the wishes of the Members, consistent with the objects of the Association, as expressed in General Meetings.
 - vi To provide reports and accounts for the Members and submit them to the Annual General Meeting.
- Presiding at the Annual General Meetings, determining the agenda.
- Determining the theme and key note speakers of EALTA's annual conferences in close cooperation with the Executive Committee and the local conference organisers.
- Serving as the official representative of EALTA to other professional organizations and institutions.
- Keeping the membership informed of important issues concerning language testing and assessment.
- Surveying members' needs and wishes regularly, by collecting feedback after events and conferences, and by membership surveys in regular intervals.
- Ensuring that EALTA's mission and its constitution are abided by EALTA members.