

## ACOG PRESIDENT POSITION DESCRIPTION

### Basic Function:

The President is a national officer of the American College of Obstetricians and Gynecologists and the ACOG Foundation (collectively referred to as “ACOG”). The President, along with the President Elect and Immediate Past President (the “Presidential Officers”), report the policies and tenets ACOG to the members internally at councils, committees, task forces and district and section functions. Externally, the Presidential Officers represent ACOG’s values, mission, and message to other medical organizations, the government, the media, and the public. The President maintains regular communication with ACOG’s Executive Vice President and Chief Executive Officer.

### Primary Responsibilities:

The President has fiduciary duties to ACOG including the duty of care and the duty of loyalty. All Executive Board responsibilities must be carried out in good faith, with reasonable care, honesty, and due diligence in a manner that is in the best interest of ACOG, not to any constituent group. The President prepares and reviews documents for consistency with ACOG policies, and prepares reports, agendas or other materials for the business of ACOG.

The President attends and presides over all ACOG Executive Board meetings, serves as chair of the Executive Committee, and serves as ex officio on all other committees except for the Committee on Nominations, the Compensation Committee, the Grievance Committee, and the Appeals Panel Committee. The President oversees the committee structure, appoints replacements to fill committee vacancies, and appoints task forces to address pressing issues affecting ACOG. He or she is also responsible for directing ACOG’s strategic planning activities. The President serves as chair of the Committee on Government Affairs, the vice chair of the political action committee (“Ob-GynPAC”), and takes an active role in all other government affairs related activities.

Additionally, the President oversees the Annual Clinical Meeting, directs the presidential program and presides over the ACOG Annual Business Meeting held at the Annual Clinical Meeting. The President shall deliver a presidential address at the Inauguration and Convocation.

The President attends the following regularly scheduled meetings:

- ACOG Executive Board Meetings
- Executive Board Retreat
- Executive Board Orientation
- Executive Committee Meetings
- Grievance Process Ratifications
- Annual Clinical and Scientific Meeting
- Annual Business Meeting
- Council of District Chairs Retreat
- Annual District Meetings *(as many as possible)*
- Interim District Meeting *(covered by presidential officers)*
- Committee on Credentials
- Committee on Finance
- Committee on Government Affairs
- All Government Affairs Related Meetings
- Ob-GynPAC Governing Committee
- Committee on Scientific Program
- Congressional Leadership Conference
- Junior Fellow College Advisory Council
- Council on Resident Education in Obstetrics and Gynecology
- American Medical Association Annual Meeting
- International Federation of Gynecology and Obstetrics
- ACOG Representative to Other International Ob-Gyn Societies
- Presidential Task Forces *(and meeting at time of Executive Board meetings)*

The President must be available to participate in ad hoc meetings and vote on issues between meetings that require Executive Board approval.

**Election and Term of Office:**

The President is elected according to the bylaws and policies and procedures established by the Executive Board. The term of office is one year, and the President is not eligible for re-election. The President automatically succeeds to the office of the Immediate Past President

**Time Commitment:**

The time commitment may be equal to or exceed an average of 25 hours per workweek.

**Honorarium:**

An honorarium is provided to the President for the duties performed and meetings attended. The honorarium may be adjusted depending on circumstances determined by policies and procedures. Reimbursement of some secretarial expenses is included. The Compensation Committee determines the honorarium level annually.