



ADVERTISING AND PROMOTIONS DIRECTOR'S STATEMENT OF DUTIES

Please initial your responsibilities listed below, in the left-hand side boxes:

Main responsibilities

- To recruit new members through opportunities offered by their teaching and dancing, to present and/or speak about the NTA organization.
- To develop and oversee all advertising and promotional campaigns to ensure steady membership growth and funding sources are in place.
- To distribute ads for NTA at numerous dance event and in dance publications.

Dues

The term of office for the Advertising and Promotions Director is three (3) calendar years (January 1st to December 31st). Prior to assuming office, the Advertising and Promotions Director must have his/her dues paid for the entire term of office. Dues for subsequent terms must be paid by September 1st of the year prior to the beginning another term.

Communication within NTA

The Advertising and Promotions Director is required to communicate on a regular basis with the President and the Executive Committee. Failure to respond to mail, emails, phone calls, etc. will indicate a lack of participation which could jeopardize your Directorship.

Accreditation Program

All Directors are required to complete the first three (3) levels (DF-I, DF-II and DF-III) within a two (2) year period. Continuing with further accreditation is encouraged.

Newsletter Articles

All Directors are required to submit two (2) dance related articles each year for publication in the NTA newsletter, to the President (with copy to the Business Office). Due dates are April 15th and October 15th. You may submit any of your articles early if you prefer.

Dismissal

If any Director fails to fulfill their duties as stated herein, the Director's position may be revoked by the Executive Committee.

Questions & Concerns

If you have any questions or concerns during your term of office as a Zone Director, please contact the President.

Date: _____

Name: _____

Signed: _____