



ZONE 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 appoint State/Country/Province (S/C/P) Directors within their zone, subject to the approval of the Executive Committee.
- To oversee the operations of their S/C/P Director, including meetings, reports, newsletter articles, welcome letters to new and returning members.
- To contact their S/C/P Director quarterly and be there to offer support when needed.
- To send their S/C/P Directors the updated list of new and returning NTA members on a regular basis.

Dues

The term of office for Zone Directors is two (2) calendar years (January 1st to December 31st). Prior to assuming office, all Zone Directors must have their dues paid for their entire term of office. Dues for subsequent years must be paid by September 1st of the year prior to beginning another term.

Communication within NTA

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, your position as Director 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: _____