



## **POSITION DESCRIPTION**

**POSITION TITLE:** Position without Portfolio

**REPORTS TO:** ASHHNA Executive Committee

**Aims of the position:**

- Support and assist members in titled positions
- Further the aims of ASHHNA Inc

**Purpose of the position:**

- To introduce new executive members to the functions and roles of the ASHHNA Inc executive
- To provide support in meeting the objectives of the ASHHNA executive
- To provide an opportunity for professional development

**Key Responsibilities:**

- Attendance and participation at ASHHNA executive meetings / planning days
- Volunteer assistance to titled position executive members with particular tasks / duties
- Volunteer assistance to further the progression of agenda items where able