

## **RESPONSIBILITIES OF AAUW MARYLAND OFFICERS**

- Align strategic direction of AAUW affiliates in Maryland with each other and AAUW national.
- Identify and connect branches with resources, opportunities, and trainings that will empower branches to meet their goals most effectively.
- Create and maintain structures that facilitate inter-branch and branch-to-state communication and collaboration.
- Participate in AAUW meetings, conventions, and conference calls related to their areas of responsibility. Be responsive to requests for information and recommendations from AAUW.
- Be familiar with AAUW resources, including the website and national newsletters.
- Provide content for the *Marylander*, AAUW Maryland website, and social media (e.g., Facebook).
- Submit records to AAUW Maryland archivist.
- Present reports and presentations – as requested - at each board meeting, conference, and the annual meeting.