

NDEP Position Description – Regional Directors

POSITION DESCRIPTION: The six (6) Regional Directors represent the NDEP members in their region by supporting members' continuing education needs and representing educators' and preceptors' perspectives and issues relating to education practice and policy in nutrition and dietetics on the NDEP Council. There will be one Regional Director for each of the six regions.

ELIGIBILITY FOR OFFICE: Each Regional Director must be an active member of the Academy and a member of NDEP. The Regional Director must live in the geographic region they are elected to represent.

TERM OF OFFICE: Each Regional Director will be elected by NDEP members from the region they represent and complete a two (2) year term.

REGIONS:

WEST REGION:

- West Coast: Washington, Oregon, Idaho, California, Nevada, Utah, Arizona, Alaska, Hawaii
- West Central: Minnesota, Iowa, North Dakota, South Dakota, Nebraska, Kansas, Oklahoma, Texas, New Mexico, Colorado, Wyoming, Montana

CENTRAL REGION:

- North Central: Wisconsin, Michigan, Indiana, Ohio, West Virginia, Kentucky, Tennessee
- South Central: Illinois, Missouri, Arkansas, Louisiana, Mississippi, Alabama, Georgia

EASTERN REGION:

- North East: Maine, New Hampshire, Vermont, New York, New Jersey, Delaware, Connecticut, Rhode Island, Massachusetts
- South East: Pennsylvania, Maryland, Virginia, North Carolina, South Carolina, Florida, Puerto Rico, Washington DC

TIME COMMITMENT: The position of NDEP Regional Director requires a time commitment of at a minimum seven days each year for meetings and travel: one full day (9am-9pm), with additional days for travel for the NDEP Council meeting at FNCE and two meeting days for the Annual Meeting (additional two days for travel). The NDEP Council, on which the Regional Director serves, meets monthly via conference call for approximately 90 minutes. Additional time commitment for meeting planning and additional task forces/committee work is expected.

RESPONSIBILITIES:

1. Serves as a voting member of the NDEP Council.
2. Represents the views and perspectives of the NDEP membership in their region on the NDEP Council.
3. Communicates with NDEP members within their region, as needed, in matters pertaining to the Regional Meetings, member issues, and to gain perspectives related to nutrition and dietetics education practice and policy.
4. Collaborates with the other Regional Directors to plan the Annual NDEP Meeting and NDEP FNCE Booth.
5. Coordinates the Outstanding Dietetic Educator Award (ODEA) for their region. This involves timely communication to solicit nominations for their region. Communicates effectively with members to ensure fair selection of the annual award recipients and for the presentation of the awards at the Annual Meeting.
6. Works collaboratively with other Regional Directors in matters relating to NDEP Annual Meeting Planning or any other NDEP related issues.
7. Serves on the NDEP Council Nominating Committee and networks with regional educators and preceptors to obtain names and recommendations for future NDEP Council leaders.
8. Serves on committees and task forces of NDEP as needed or requested.
9. Performs other duties as may be designated by the NDEP Council.