



JOB  
DESCRIPTION  
EFF: 6/15/07  
REV:

## **ADVISORY CHAIR**

INSTITUTE FOR SUPPLY MANAGEMENT (ISM)  
SOUTHWEST FORUM

**Reports to: Forum Chair**

**Member of Board of Directors**

**Term: 2 Years – Appointed**

### **Requirements of Position:**

- Past Chair of the Southwest Forum
- Working knowledge of the Rules of Management

### **Responsibilities:**

- Provides guidance for the Forum and Conference long term strategy.
- Serves on the Executive Committee and the Board of Directors
- Serves on the Nominating Committee
- Other Duties as Assigned by the Forum Chair



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