

Chief Executive Officer

Primary Objective of Position:

To manage and direct ARRL operations under policies established by the Board of Directors, and to cooperate with directors and other officers to ensure effective governance of the organization's affairs by the Articles of Association, Bylaws, and Board policies.

Accountability:

The Chief Executive Officer is accountable to the President and the Board of Directors.

Major Areas of Responsibility:

1. Employs and directs Headquarters staff and maintains performance standards in Headquarters operations.
2. With the Chief Financial Officer, drafts budget plans and manages operations by approved plans.
3. Assists the President in representing ARRL with national and international government agencies, other Amateur Radio bodies, and other organizations.
4. Develop effective programs for the promotion of Amateur Radio and the of services to ARRL members.
5. Initiates plans, programs, and policies for the advancement of Amateur Radio to be presented to the Board of Directors for its approval.
6. Works with Officers and Directors in developing plans for ARRL activities.
7. Provides the Board of Directors with advice and counsel on all aspects of the Amateur Radio Service to guide policy development.
8. Prepare a comprehensive report of the progress and status of the affairs of the ARRL for the Board of Directors meetings.
9. Performs such other duties as the Board of Directors may assign.