<table>
<thead>
<tr>
<th>Position and Current Occupant (Date Term Expires)</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
</table>
| **NPHA President** – 1 year term of 3 years  
Current: Sheila Janofsky (December 2023) | • Provide overall coordination of Affiliate activities  
• Represent NPHA and be responsible for official NPHA correspondence  
• Hold final authority for financial decisions  
• Develop agendas for and lead NPHA Board meetings  
• Monitor and update the NPHA Constitution, By-Laws, and Strategic Plan  
• Appoint and direct ad hoc committees as necessary |
| **NPHA President-Elect** – 1 year term of 3 years  
Current: Vacant (December 2023) | • Attend the NPHA Presidents-Elect training in Washington, DC  
• Chair the Annual NPHA Conference Planning Committee and oversee conference-affiliated activities, including the Annual Public Health Awards and Student Scholarship Program  
• Oversee the process for the annual election and appointment of positions.  
• Receive and respond accordingly to info@nphaonline.org emails.  
• Serve as the NPHA President in the year following the President-Elect term |
| **NPHA Past President** – 1 year term of 3 years  
Current: Shawn Thomas (December 2023) | • Attend monthly board meetings and serve as ex-officio member of all committees  
• Facilitate Presidential transition upon completion of term as President  
• Provide leadership and counsel to the President and President-Elect |
| **Vice President, Southern Nevada Chapter** – 2 year term  
Current: Katarina Pulver (December 2023) | • Develop agendas for and lead Chapter Board meetings  
• Develop agendas for and lead Chapter meetings  
• Serve as the Chapter liaison to the Board  
• Serve on the Conference Planning Committee during the year that the conference is in his/her region  
• Serve on other Affiliate committees as time allows  
• Maintain communication with the NPHA Treasurer regarding Chapter expenses and memberships |
| **Vice President, Northern Nevada Chapter** – 2 year term  
Current: Vacant (December 2024) | |
| **NPHA Secretary** – 2 year term  
Current: Kavita Batra (December 2023) | • Produce and disseminate minutes of Board meetings  
• Manage NPHA correspondence and hold a key to the NPHA P.O. Box , unless previously agreed  
• Maintain communication with the NPHA Treasurer to share financial and business information  
• Maintain communication with the Chapter secretaries to share membership information |
| **NPHA Treasurer** – 2 year term  
Current: Vacant (December 2024) | • Maintain NPHA financial records and accounts  
• Provide financial reports to the Board at regular meetings  
• Oversee the NPHA Online Membership Database  
• Deposit revenues and generate payments for approved invoices on a monthly basis (or as needed)  
• Maintain documentation of all transactions (e.g., copies of receipts, deposit slips, bank statements) |
| **Affiliate Representative to the Governing Council** – 3 year term  
Current: Vacant (December 2025) | • Represents the affiliate on the APHA Governing Council and maintains liaison with the ARGC’s of other affiliates.  
• Attends the Affiliate Leadership meeting, ARGC caucuses, and the two scheduled meetings of the Governing Council preceding and during the APHA Annual Meeting. |
## NPHA Governance: Northern and Southern Chapter Officers

<table>
<thead>
<tr>
<th>Northern Nevada Chapter (NNC)</th>
<th>Southern Nevada Chapter (SNC)</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Position and Current Occupant</strong></td>
<td><strong>Position and Current Occupant</strong></td>
<td>• Develop agendas for and lead Chapter Board meetings</td>
</tr>
<tr>
<td><strong>(Date Term Expires)</strong></td>
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<td>• Develop agendas for and lead Chapter meetings</td>
</tr>
<tr>
<td><strong>NNC Vice President</strong> – 2 year term</td>
<td><strong>SNC Vice President</strong> – 2 year term</td>
<td>• Serve as the Chapter liaison to the Board</td>
</tr>
<tr>
<td>Current: <strong>Vacant</strong> (December 2024)</td>
<td>Current: <strong>Katarina Pulver</strong> (December 2023)</td>
<td>• Serve on the Conference Planning Committee during the year that the conference is in his/her region</td>
</tr>
<tr>
<td><strong>NNC Secretary</strong> – 2 year term</td>
<td><strong>SNC Secretary</strong> – 2 year term</td>
<td>• Maintain communication with the NPHA Treasurer and NPHA Secretary regarding Chapter expenses and memberships</td>
</tr>
<tr>
<td>Current: <strong>Sara Hanafi</strong> (December 2023)</td>
<td>Current: <strong>Vacant</strong> (December 2024)</td>
<td>• Produce and disseminate minutes of Chapter Board meetings and general Chapter meetings</td>
</tr>
<tr>
<td><strong>NNC Members at Large</strong> – 2 year term (two per chapter)</td>
<td><strong>SNC Members at Large</strong> – 2 year term (two per chapter)</td>
<td>• Maintain current Chapter membership list by coordinating with the NPHA Secretary</td>
</tr>
<tr>
<td>Current: <strong>Mitch Devalliere</strong> (December 2023)</td>
<td>Current: <strong>Vacant</strong> (December 2023)</td>
<td>• Assist with the planning and organization of Chapter meetings</td>
</tr>
<tr>
<td>Current: <strong>Vacant</strong> (December 2024)</td>
<td>Current: <strong>Vacant</strong> (December 2024)</td>
<td>• Support general operating of the Chapter</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Surveys Chapter members to assess interest in topics and speakers</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Assist in Chapter membership recruitment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Assist with planning and organization of Chapter meetings</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Serve on the Conference Committee during one year of his/her term</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Conduct other activities to be determined and as time allows</td>
</tr>
</tbody>
</table>
# Northern and Southern Chapter Appointed Positions

*These positions are not elected, rather individuals apply and the Executive Board selects and appoints.*

<table>
<thead>
<tr>
<th>Northern Nevada Chapter (NNC) Position and Current Occupant (Date TermExpires)</th>
<th>Southern Nevada Chapter (SNC) Position and Current Occupant (Date TermExpires)</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
</table>
| Undergraduate Student Representative - 1 year term Current: OPEN (December 2023) | Undergraduate Student Representative - 1 year term Current: OPEN (December 2023) | • Act as a liaison between undergraduate OR graduate students and NPHA  
• Create or find relevant resources to post on social media platforms once per month  
• Develop opportunities to connect sector to NPHA by end of term  
• Coordinate a service activity  
• Post events to website & schedule emailed reminders |
| Graduate Student Representative - 1 year term Current: OPEN (December 2023) | Graduate Student Representative - 1 year term Current: OPEN (December 2023) | |
| Health Promotion/Disease Prevention Representative - 1 year term Current: OPEN (December 2023) | Health Promotion/Disease Prevention Representative - 1 year term Current: OPEN (December 2023) | • Act as a liaison between health promotion/disease prevention sector OR health care/clinical sector and NPHA  
• Create or find relevant resources to post on social media platforms once per month  
• Develop 3-5 opportunities to connect sector to NPHA by end of term |
| Health Care/Clinical Representative - 1 year term Current: OPEN (December 2023) | Health Care/Clinical Representative - 1 year term Current: OPEN (December 2023) | • Coordinate mentorship program events and activities |
| Mentorship Program Coordinator - 1 year term Current: OPEN (December 2023) | Mentorship Program Coordinator - 1 year term Current: OPEN (December 2023) | • Identify recruitment development opportunities  
• Actively promote NPHA to prospective members  
• Engage new members  
• Coordinate recruitment and engagement efforts with the NPHA’s Governance and Representatives to increase membership and social involvement |
| Member Recruitment and Engagement Coordinator - 1 year term Current: OPEN (December 2023) | Member Recruitment and Engagement Coordinator - 1 year term Current: OPEN (December 2023) | |

*Updated: July 18, 2022*