



California Society of  
**ANESTHESIOLOGISTS**  
*Physicians for Vital Times*

*Phone* (916) 290 5830

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Sacramento, CA 95814

## **Geographic District Director and Delegate Job Description**

### **Geographic District Director**

The District Director serves on the Board of Directors, the Membership Committee, and the Committee on Legislative Affairs. The Director prepares a report on the district's activities for the March and September meetings of the Board. The Director is a voting member of the House of Delegates. The staff of KP Public Affairs and the CSA Executive Director and staff work with and assist the District Director.

The Director makes all reasonable effort to attend:

- At least three of the four Board meetings each year;
- The annual Board of Directors orientation;
- Meetings of the House of Delegates (physical and virtual);
- Meetings and conference calls of the Membership Committee and the Committee on Legislative Affairs.

The responsibilities and goals of the District Director include:

- Working with KP Public Affairs to coordinate periodic meetings with the five state senators and 10 assembly members associated with the district, with special focus on legislators who are involved with health and professional issues;
- Actively participating in member recruitment and retention efforts; welcoming new CSA members;
- Identifying local group and/or department leaders and working with them to organize in-person local meetings of district members in different communities;
- Communicating regularly with district members;
- Hosting a "virtual" district meeting at least once a year, or as needed;
- Working with the Forum Directors to coordinate communication efforts related to mode-of-practice issues within the district;
- Involving residents and fellows in district activity and legislator visits, where there is a training program within the district;
- Signing the CSA's Conflict of Interest statement each year;
- Encouraging member financial contributions and personally contributing to GASPAC and ASAPAC.

### **Geographic District Delegate**

Delegates to each District and Forum serve as members of the CSA House of Delegates. They make all reasonable effort to attend:

- The annual in-person House of Delegates meeting (June);
- The annual "virtual" meeting of the House of Delegates (November);
- The annual online orientation to the House of Delegates;



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- Any local community meeting of the District or Forum within reasonable distance;
- Any conference call or “virtual” meeting of the District or Forum.

The responsibilities and goals of Delegates include:

- Working with and supporting the District Director or Forum Director to advance CSA objectives and the professional interests of CSA members;
- Signing the CSA’s Conflict of Interest statement each year;
- Encouraging member financial contributions and personally contributing to GASPAC and ASAPAC.