

**SOUTH DAKOTA ORGANIZATION OF NURSE EXECUTIVES (SDONE)
JOB DESCRIPTION
PUBLIC RELATIONS**

Qualifications:

The Public Relations Chairperson shall be elected from the SDONE membership. The term served shall be a two-year term, rotation on even years. The Public Relations Chairperson shall be a member of the Board and shall attend all Board meetings.

Goal:

Membership recruitment, media contact, organizing and disseminating information regarding activities at the district level.

Duties and Responsibilities:

1. Organizing and disseminating information regarding activities on the district and state level.
2. Publishes a quarterly SDONE newsletter utilizing information provided by AONE, SDONE Board and District Representatives to the general membership.
3. Develops and maintains current SDONE information.
4. Prepares Public Relations report to be given to the SDONE membership at the Fall Convention.
5. Serves on special task forces or committees as requested by the SDONE Board.
6. Develops strategies to increase membership involvement in SDONE activities on all levels.

Reviewed: September 1989
 September 1995
 January 2002

Revised: March 1992
 February 1993
 September 1996
 July 1997
 April 2000
 June 2003
 July 2009
 September 2012