There will be two positions for Directors of Conference, each elected in alternate years. In the first year of the role, the Director will fill the duties of Assistant Director serving alongside the second-year electee, the Director of Conference. In the second year of the role, the Assistant Director advances to fulfill the duties of Director and works alongside the newly elected Director serving in the Assistant Director role, thus serving a two-year term. The first year is dedicated to training, and developing the conference to be held the year of the Director’s second year of service. The second year, the Director holds primary responsibility for the conference while training the more newly elected Director. In cooperation with the ICHRIE staff, the Directors of Conference shall lead all activities related to policy development, marketing, budgeting, and execution of the annual conference. The Directors of Conference shall serve in liaison with Federation Conferences, chair the Conference Committee, and coordinate with the Conference Symposium Chair, the ICHRIE Conference Submission Review Committee, and the host committee. The Directors will work with Directors of Member Services and Development, Networking, and Marketing to coordinate their related activities. Theses Directors shall be voting members of the board.