**The Executive Board of CSPP consists of eight members, with distinct responsibilities:**

1. **PRESIDENT -** Functions as the chief executive officer of the society, by overseeing the functioning of the executive board:
2. monitors our fidelity to the mission of promoting psychoanalytic thinking and practice
3. monitors the board’s fiduciary responsibilities
4. monitors our ability to maintain partnerships with outside organizations
5. makes long range planning recommendations to the board
6. Sets meeting agendas
7. Chairs board meetings
8. Is an ex-officio member of all committees and is responsible for the outcome of committee work
9. Is kept informed about what all the committees are currently working on and any interpersonal dynamics in the committees that need attention
10. Helps the committee chairs with problem-solving and oversight
11. Upholds our Code of Standards
12. Appoints committee chairs and fills committee positions, when needed
13. **PRESIDENT-ELECT** - Serves in place of the president, when needed

	1. Chairs the Nominating Committee and appoints committee members
	2. Is the calendar coordinator
	3. Serves as our Representative to APA Division 39
	4. Serves on the Governance Committee
14. **RECORDING SECRETARY** - Records the minutes of each board meeting
15. **TREASURER** - Responsible for the fiscal affairs of the Society

	1. Chairs the Finance Committee and
	2. Appoints members of the Finance Committee
16. **COORDINATOR OF EDUCATIONAL PROGRAMS** (ideally, someone who is serving or has served in one of the roles below)- Supports and coordinates the efforts of:

	1. Clinical Conference Chair
	2. Registration Committee Chair
	3. Regional Rep: Hartford
	4. Regional Rep: New Haven County
	5. Regional Rep: Eastern CT
	6. Regional Rep: Fairfield County
	7. Teachers of mini courses
	8. Joint Conferences Coordinator
17. **MEMBERSHIP DEVELOPMENT COORDINATOR** (ideally, someone who is serving or has served in one of the roles below)-Supports and coordinates the activities of:

	1. Membership Committee Chair
	2. Nominating Committee Chair
	3. Diversity & Inclusion Committee Chair
	4. Early Career Chair
	5. Scholarship Program Manager
	6. Community Outreach Coordinator
18. **COMMUNICATIONS COORDINATOR** (ideally, someone who is serving or has served in one of the roles below)- Supports and coordinates the activities of:
19. Website Manager
20. Face Book Manager
21. Listserv Manager
22. Newsletter Editor
23. Media Relations Manager
24. Historian
25. **GOVERNANCE COMMITTEE CHAIR** (a former board member with 4 or more years of experience on the board) – With the committee, oversees the functioning of the executive board, as led by the President (a system of “checks and balances”) to help the President by:

	1. Doing more in-depth monitoring of:
26. our fidelity to the mission of promoting psychoanalytic thinking and practice
27. the board’s fiduciary responsibilities
28. our ability to maintain partnerships with outside organizations
	1. Updating our organization’s Policies and Procedures regularly; and ensures that our practices are compliant with the standards set by APA Division 39 and state and federal requirements for nonprofit organizations.
	2. Making long-range planning recommendations to the President, who bring them to the board
	3. Conducting a Board self-assessment annually and recommending changes, if needed
	4. If requested, assisting the President in responding to board members who violate the Code of Standards
	5. Board members to serve on the committee are:
		1. the President-elect
		2. one junior board member, appointed by the chair
		3. one senior board member, appointed by the chair