

**POSITION  
DESCRIPTION FOR  
PRESIDENT-ELECT**

1. Incumbency. The President-Elect is a Fellow elected by the membership as prescribed by the Bylaws.
2. Tenure. The President-Elect serves for one year. A Fellow may be elected President-Elect only once.
3. Accountability. The President-Elect is accountable and reports to the President.
4. Duties. The President-Elect's primary area of responsibility is to assist the President in carrying out the duties of that office as directed by the President. In addition, the President-Elect shall:
  - a) Serve as a member of the CAS Board of Directors.
  - b) Assist the President in the President's responsibility to oversee the operations of the CAS. In this capacity the President Elect shall:
    - i. Approve task force chairs and members and supervise the activities of active CAS task forces reporting to the President-Elect.
    - ii. Perform the duties of the President in the event of the President's absence, inability, or refusal to act.
    - iii. Participate in meetings of the Executive Council.
    - iv. Conduct the annual CAS Leadership Summit.
    - v. Review (at least annually) this position description for continued relevance and propose any needed changes to the President for approval.
    - vi. Serve on:
      - a. CAS Leadership Team
      - b. Human Capital and Compensation Committee
      - c. International Leadership Team
      - d. Leadership Development Working Group
    - vii. Advise the President in the President's role of supervising the activities of the Vice Presidents and the CEO.
    - viii. Perform other duties as may be assigned by the President.
  - c) Assist the President in representing the CAS to other organizations. In this capacity the President-Elect shall:
    - i. Serve as a CAS representative to:
      - a. The North American Actuarial Council
      - b. The Casualty Practice Council of the American Academy of Actuaries
      - c. The Board of Directors of the American Academy of Actuaries

- d. The Joint Discipline Council
  - ii. Supervise the activities for liaisons and CAS representatives to other organizations as established and assigned.
5. Authority. The President-Elect has the authority to act as required to effectively conduct the business of her/his office except to:
- a) Enter into contract on behalf of the Society without the written approval of the Board.
  - b) Authorize expenditures on behalf of the Society in excess of \$50,000. The President-Elect is subject to the expenditure authority guidelines approved by the Board of Directors in August 2024.

The President-Elect is charged with exercising sound judgment in the conduct of the business of her/his office. Whenever a question arises where authority/responsibility is not clear, the President-Elect is expected to consult with the President in advance of exercising any of the available options.