

PDD - 220 : Assistant Director of Retention

6-Apr-19

Position Description:

The INCOSE Assistant Director of Retention is an appointed position by the INCOSE Secretary with a three year term of office. The Assistant Director of Retention is responsible to the Secretary for implementing Member Retention strategy initiatives.

Responsibilities:

Authority:

Accountability:

- As stipulated in the INCOSE Bylaws, ADM-101 and BOD-100
- Compliance with directives on conflict of interest and all policies and procedures of the organization

Required Skills:

- Demonstrated dedication to INCOSE's mission, values, and organizational growth
- Demonstrated management experience at the organizational level
- Strong oral and written communications skills
- Able to communicate effectively across international and cultural boundaries

Level of Effort