CDA Presents Board of Managers

Purpose
The CDA Presents Board of Managers produces two preeminent CDA Presents annually and assists the association in achieving its goals by providing expertise in the development of educational programs.

Primary Duties
- Manage the development and implementation of all CDA Presents meetings.
- Take an active part in the production of two CDA Presents annually.
- Provide expertise in the development of educational programs.
- Evaluate the effectiveness of all programs to ensure successful implementation of the business plan.
- Evaluate the marketplace of meetings, speakers and topics to assist in planning for future meetings.
- Work collaboratively with CDA councils and committees as well as outside organizations to ensure that CDA programs reflect current regulations and needs facing the profession.

Qualifications/Skills
All members:
- CDA member in good standing.
- Prior meeting experience, especially on the component level, would be an asset.
- Well-informed concerning new trends, innovative ideas and topics of current interest to the dental profession.
- Familiarity with the potential draw of different speakers in order to properly schedule programs (room size and other considerations).
- Willingness to travel to other dental meetings to scout potential speakers.
- Ability to objectively evaluate programs and speakers.
- Ability to communicate effectively with large groups from differing disciplines in the scheduling of programs and diplomatically discuss monetary arrangements.
- Ability to employ diplomacy and tact in dealing with potential difficulties that arise during CDA Presents.

Manager members:
- Must have participated as a host and/or assistant for CDA Presents and served as a training associate.

Associate members:
- Must have participated as a host and/or assistant for CDA Presents.

New dentist members:
- Experience as a CDA Presents host and/or assistant preferred.

Time Requirements
- Board meetings: Four annually
- CDA Presents: Two annually (3½ days each)
- Scouting trip: Four days annually

Composition
The board shall be comprised of a group of sixteen to eighteen members.
- Manager members (13): Thirteen manager members, recommended by the Committee on Volunteer Placement and elected by the CDA board.
- Associate members (1-2): One to two associate members, recommended by the board of managers and elected by the CDA board.
- New dentist member (1): One new dentist, recommended by the Committee on Volunteer Placement and elected by the CDA board.
- Executive director (1): CDA executive director.

The chair shall be appointed by the president.

Term/Tenure
- The manager member term shall be three years. The tenure shall be five terms (lifetime).
- The associate member term shall be one year. The tenure shall be two terms. May not have previously served as a manager member and may not have previously served more than one term as an associate.
- The new dentist member term shall be one year. The tenure shall be two terms. May not have previously served as a manager or associate member and may not have previously served more than one term as a new dentist member.