

	VATSIM Network North America Region Division Directors	Directive #	2013-003
		Revision #	2
		Implementation Date	03/13/2013
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Superseded Directive		Approval	

Directive

1. Purpose

Define the selection process, authorities, and duties of the Divisional Directors within the North America Region.

2. Procedure

A. Selection of a Divisional Director

1. The selection will take place in accordance with the VATSIM Code of Regulations

B. Duties of a Divisional Director

1. Reports to North America Regional Director regularly on the operational status of the division and collaborate actively with regional staff and division staff across the region
2. Oversees the operation, training, publicity, and membership growth of the division
3. Regularly coordinate with neighboring divisions on Letter-of-Agreement (LOA) and inter-divisional events
4. Appoints division staff members and works with them actively as a leader
5. Attend regular and special regional meetings on VATSIM and submit quarterly reports to the North America Regional Director
6. Maintain a regular online presence on the VATSIM Network, specifically by logging onto the VATSIM network under a callsign, which clearly indicates that he or she is a Divisional Director, for at least five (5) hours per month. The Divisional Director shall make himself available and approachable while logged onto the network

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7. Ensure Divisional and sub-divisional compliance with VATSIM and Regional policy

C. Minimum Qualifications of a Divisional Director

1. Applicants must have at least 12-months membership with VATSIM and extensive experience in a staff position. Applicants should also possess demonstrated management and leadership skills, and have an exemplary disciplinary record
2. Must hold a C1 rating or above, and must have held that rating or higher for at least 90 days
3. Must have excellent written and oral communication skills and strong leadership skills. English proficiency is a must as it is the default communication language at the regional level and divisional level
4. Have a sense of urgency and responsibility, be a "go-getter" and be willing to commit to the position for at least two years

3. *References*

VATSIM Code of Regulations

4. *Definitions*

N/A