

Position	District Astra Chair
Appointment	Appointed by the Governor Elect with approval of the District Board of Directors.
Term of Office	Two Years.
Role	<ul style="list-style-type: none"> - To liaise with the International Astra Chair. - To liaise with the Governor and District Board Representative in planning ways to achieve the District Goals for the biennium. - To liaise with Clubs on the possible organisation of an Astra Club in their community. - To liaise with Altrusa Club Astra Committees and offer any help and or advice if required. <p><i>For other responsibilities see below</i></p>
Policies and Bylaws etc.	<ul style="list-style-type: none"> - Be familiar with all District Policies and Procedures. - Be familiar with the International Encyclopaedia re Astra Clubs and International Bylaws and Policies, Policy 1. - Be familiar with the International Strategic Plan, the District Strategic Plan and biennium goals.
Conference	<ul style="list-style-type: none"> - To attend the annual District Conference – if able. - To attend pre-conference Chairs meeting at the request of the Governor (usually occurs Friday morning). - To present/assist with a Conference Workshop if requested by Programme Co-ordinator. - To assist with President Elect Training if requested and able to attend.
IFF Days	<ul style="list-style-type: none"> - If able - to present/assist with a workshop at your area IFF Day at the request of the District Board member assigned to your area.
Communication with Clubs	<ul style="list-style-type: none"> - Keep up regular communication with the Club Astra Chair /Club President and answer any queries they may have re Astra.
DSB	<ul style="list-style-type: none"> - Submit regular articles to the DSB by due date.
Reports	<ul style="list-style-type: none"> - Submit a six-monthly report prior to the Mid-Year Board Meeting and an annual report to the Chair of the Service Programme Committee to be included in the District Conference Programme. Due date will be advised by the Service Chair.
District Awards	<ul style="list-style-type: none"> - You may be asked at the request of the Governor to select judges and co-ordinate judging for a District Award.
Records	<ul style="list-style-type: none"> - Maintain a record of all pertinent material to this position during the term of office, to act as a guide to a successor, or for inclusion in the archives.
Expenses	<ul style="list-style-type: none"> - Claim any expenses as allowed under District Policies.