Responsibilities:

- Determine licensing examination standards
- Discipline licensees who violate professional standards
- Provide input into legislative policy-making
- Develop professional licensing policy within the statutory authority
- Promulgate regulations necessary for the performance of its powers, duties, and functions
- Manage budget process from approval to expenditure
- Attend Board meetings. The Board regularly meets 5 times per year but may meet more often if necessary. Meetings are generally one-day, and are scheduled in Topeka. Overnight travel may be necessary. Travel expenses including lodging, meals and mileage are reimbursed at allowable state rates.
- Participate on Board committees and task forces. Time commitment for committees and task forces vary.
- Review materials. Board members are also expected to invest the time to review the "recommended reading" necessary to participate effectively in Board business. Such readings include the board and committee packets, recent studies and reports, and related material.
• Act as a representative of the Board to communicate information to the professional and educational communities.

• Possible participation in meetings and committees of the national registration board. Each organization holds at least one meeting per year. Meetings are usually two days, and up to two days travel time may be required, depending on meeting location. The Board may pay expenses as allowed. Possible participation as an officer or director in national organizations.

**Time Demands (approximate):**

• Attend and actively participate in at least 75% of board meetings (5 board meetings per year, approximately 4 hours in length, typically February, April, July, September and December)

• Attend and actively participate in committee meetings and related work (1-3 hours per month as determined by the committee)

• Attend special events such as licensing ceremonies (2 ceremonies per year in February and July)

• Attend new board member orientation (approx. 1-2 hours)