

Vice - President Role Description

Authority and Responsibility

The Board of Directors is legally responsible for the Society of St. Vincent de Paul on Vancouver Island. As a member of the Board of Directors, a Director acts in a position of trust and responsibility for the effective governance of the Society.

Position Title

Vice - President of the Board

Term

3 year term, with a maximum 2 consecutive terms or at the expiry of the President's term under which they were elected, whichever is earlier

Requirements and Abilities

In addition to a Director:

- Ability to lead a group of members and work as a team with the senior staff
- Experience as a Board Director and Officer is helpful but not required
- Meeting chairing/facilitation skills and procedural rules of order (Roberts)
- Conflict resolution facilitation
- Public speaking/media relations an asset

Key Responsibilities

In addition to Director responsibilities:

- When necessary, represent the President of the Society

Duties

In addition to Director duties:

- The Vice President shall be vested with all the powers and shall perform all the duties of the President in the absence or inability of the President to act.
- Shall have such other powers as the board may from time to time assigns to him or her
- Act as a signing authority is a voting member of the Society
- Chair Committee's as required

Passed by Board:
September 18, 2006