



The Vermont Society of Sons of the American Revolution

Job Description

SECOND VICE PRESIDENT

The Second Vice President is one of a slate of officers elected at the regular annual meeting of the Society. He is elected by a majority vote of those members present and voting at the regular annual meeting of the Society and shall hold office for one year or until a successor is elected and installed in that office. All nominations of Officers, including those made by a Nominating Committee, shall be made from the floor, at the Annual meeting of the Society.

The Second Vice President shall be considered at the annual meeting of the Society as being nominated to be elected a delegate at the annual National Congress and at any Special Congress of the National Society held during his term of office and if so elected he is entitled to vote therein.

The Second Vice President ranks next to the First Vice President. In the absence or inability of both the President and the First Vice President simultaneously to serve totally or in part, the Second Vice President shall perform the duties of the office of President or the specific duty(s) which the President is not able to perform.

It is the responsibility of the Second Vice President to promote the interest and activities that further the objectives of the Society. He shall chair the Society's Member Recruitment and Retention Committee. In that capacity, he shall encourage the enrollment of new members, reinstatement of qualified past members, assist and guide prospective members, and assist the Treasurer in retaining those members who are in jeopardy of being dropped for the failure to pay dues. He shall also perform the additional duties as may be assigned to him by the President or the Board of Managers. The Second Vice President shall report on the activities for which he has been assigned at each meeting of the Society or Board of Managers. Reports so given shall be reduced to writing and presented to the Secretary at each meeting for his attachment as an enclosure to the minutes of the said meeting.

Approved and Adopted By the Board of Managers Sept. 16, 2010
(date)

ATTEST:


(Secretary)