

## Vice President

### Criteria:

- Must be a senior
- Have good character
- Mature
- Organized
- Able to spend time before and/or after school
- Have sound judgement
- Encourager
- Have the ability to work with many different kinds of people and personalities

### Responsibilities:

1. Assumes the president's responsibilities if necessary
2. Determines all meeting dates to be approved by advisor
3. Assists the president in meeting agenda preparation
4. Works behind the scenes to help iron out differences between people
5. Write up releases for the website and the newspaper about upcoming event
6. Assumes other responsibilities as assigned by the president