Vice President/President Elect

Position Description
Depending on a chapter’s bylaws, this position will vary in scope and responsibilities. This is the person that would step in for the chapter president in the event that the president would be unable to complete their leader year. Some chapters have more than one vice president (i.e., first vice president/president elect, second vice president, etc.). In this event, responsibilities can be created and delegated to meet the specific needs of the chapter.

Responsibilities For Chapter Vice President/President Elect:

• Assist the president in filling vacant positions on your chapter’s board.

• Attend all board and chapter meetings. In the event the chapter president cannot attend a meeting or function, you would step in and take charge.

• Assist in the planning and goal-making process for your chapter.

• This position may also serve as professional development or membership chair. For a listing of those responsibilities see the pages specific to those responsibilities.

• Attend the Chapter Leader Workshop at the annual Agri-Marketing Conference. This will help you when you move into the position of chapter president.

• Assist the president and other board members in all scopes and duties whenever possible or requested.