



### **FCAAP Vice President**

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All members running for a position on the Board of Directors shall have been a voting member of, and in good standing with, this organization for at least a two-year period, with one year of active committee service within one year of the election.

The term of the Vice President shall last for approximately two years, starting with their installation at the annual business meeting and continuing until the annual business meeting held closest to twenty-four months from that date. The FCAAP Bylaws provide the responsibilities of the Vice President:

1. The Vice President shall become familiar with the personnel and work of the various task forces, committees, and councils, and of the organization in general. The Vice President shall be ready to counsel with the President on matters affecting the organization.
2. The Vice President shall assist the President in the performance of the duties of that office. The Vice President shall preside in the absence of the President at any meeting of the organization or the Board of Directors and shall represent the President at any meeting or function when requested.
3. The Vice President shall assist the Immediate Past President in serving as a liaison with the regional representatives and representatives at large to provide orientation and on-going support as they perform their duties.
4. The Vice President shall make a concerted effort to represent the organization by attending local and regional meetings, and shall inform members and non-members about the activities of the organization, highlighting the benefits of membership.
5. If the President resigns from the organization or is removed from office, the Vice President shall assume the duties of President for the remainder of the term.