

BLESSED SACRAMENT CATHOLIC WOMENS' LEAGUE

SECTION: Administrative Positions

ORIGINATED: 2014 November 11

TITLE: **Vice-President**

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PURPOSE

The Blessed Sacrament Catholic Women's League Council requires ongoing leadership to ensure that the needs of the League and council members are met.

POLICY

The Vice-President supports the President and prepares herself for the President role.

TERM

The term of this position is two (2) years.

FUNCTIONS

The Vice-President:

- a) becomes President automatically after serving her elected term as Vice-President;
- b) performs the duties of the President in her absence or inability to serve;
- c) assumes or delegates responsibility for the council's membership activities;
- d) is a member of the elections committee;
- e) works with Standing Committees to develop council resource materials, communications materials, event materials, and member development and leadership training;
- f) performs such other duties as may be delegated to her by the President.