

# VICE PRESIDENT

## Role Expectations

By accepting to serve in the role of **Vice President**, the elected member agrees to:

- Assume responsibilities for this role at the meeting immediately following election or appointment.
- Actively participate in all Executive Board meetings, annual and mid-year strategic planning meetings and all other meetings called by the Board.
- Actively participate and collaborate in the planning and implementation of all events, such as quarterly workshops, annual conference, meetups and any other event sponsored by ATI.
- Serve and participate as a voting member of the Executive Board.
- Maintain positive relationships with current donors/corporate sponsors, and identify and recruit potential donors/corporate sponsors in conjunction with the President.
- Review and update ATI By-Laws, Board Member Expectations, and Elections procedures, as needed and with Board approval of any changes.
- Acknowledge ATI's commitment to its members and personally commit to serve the organization's goals and objectives.
- Pass on records of activities and timelines relevant to his/her position during his/her term and supply the incoming replacement with those records and knowledge to ensure a smooth transition.

In the event of the **Vice President** being absent for more than 1 week or when absent from an ATI workshop or the Annual Conference, it is his/her responsibility to provide ATI with a backup plan or backup person to assume responsibilities as needed.

The ATI Executive Board reserves its right to remove a serving Board Member from any of the Executive Board positions at any time by submitting the request for removal to the Board for proper voting. Such decision will be based on performance issues or any other reason that the Board considers to be against the best interest of this organization. Similarly, the board member serving ATI in this position may resign at any time, with or without reason, by submitting a written resignation to the Board.

If at any time during their tenure the fulfillment of the duties and responsibilities is disrupted by a period longer than 3 months, the member serving as **Vice President** agrees to voluntarily resign to this position.