



Mercer PTSA 6-15-435
VICE PRESIDENT JOB DESCRIPTION

The vice president is a member of the PTSA board of directors and executive committee. This is an elected position, nominated and approved by simple majority vote at a general membership meeting in the spring. The term of this position is one year, beginning July 1st and ending June 30th of the following year. A commitment of two terms is preferred.

Duties and Responsibilities

- Presides at meetings in the absence of the president
- Acts as assistant to the president
- Carries out special projects as determined by the board of directors

RESOURCES:

<http://www.wastatepta.org/>