



## BOARD ROLE DESCRIPTION: VICE PRESIDENT

The role of Vice President is to work closely with, and support, the President. The Vice President will undertake the duties and responsibilities of the President if the President becomes unavailable for any reason (in accordance with the Association's rules).

The Vice President will work closely with the President to support them to undertake the leadership and governance responsibilities of the Association.

In addition to the responsibilities outlined in the Board Members Role Description, the Vice President shall:

<b>Meetings</b>	in the President's absence, the Vice-President shall preside as Chairperson
<b>Other duties</b>	As outlined in the 'General Members Role Description'

The Vice President is expected to:

- act in the best interest of the members at all times
- attend all Board meetings
- undertake the role in good faith and honesty

If at any stage the Vice President becomes aware of a personal conflict of interest, real or perceived, between themselves and the Association, they should immediately notify the Secretary of the conflict, who will immediately inform all other committee members.