

DUTIES OF CHAPTER VICE-PRESIDENT

The Chapter Vice-President shall:

1. In the absence of the President, preside and perform the duties of the President. In some Chapters, the Vice-President will be responsible to arrange programs for the Chapter meetings.
2. In some Chapters, keep all medals and certificates with an accompanying inventory for each.
3. Be in charge of membership recruitment for the Chapter and membership retention.
4. Work with the President as requested.
5. **Assume the duties of President in the event of the death, disablement, or unwillingness to serve as the Chapter President.**