

PRESIDENT-ELECT

OBJECTIVE

To assist the Chapter President in fulfilling his/her responsibilities with respect to the Chapter

In the event that the Chapter President position becomes vacant, the President-Elect will assume the responsibility. Intended to be incoming President for following program year.

DUTIES

The President-Elect should familiarize themselves with the function of the Chapter to assist with the transition of one program year Board to the next. Duties include:

- Assisting the President in the performance of their duties
- Assisting the President by serving in their absence in running monthly meetings or events
- Attending meetings to prepare for upcoming year
 - Assisting Board with preparations and plans
- Assisting the President by working on projects delegated to them
- Assists with verifying valid membership for incoming CEC nominations
- Assists with award nominations
- May attend annual leadership meeting, if applicable