

## **Vice President**

The Vice President assists the President and presides over meetings of the Board and the association in the absence of the President. This position provides leadership and coordination with the Regional Representatives and supports issues regarding chapters and membership.

### **CABE Board Applicant Required Qualifications: (According to CABE Bylaws)**

- Be at least 21 years of age.
- Support CABE's vision and mission.
- Maintain regular membership for at least one full year immediately preceding the application deadline.

### **Preferred Qualification:**

- It is a preferred qualification for the President-Elect and Vice President applicants to have served two years on the Board in a different position prior to being nominated.

### **Responsibilities (According to CABE Bylaws)**

- Preside over meetings of the Board and the association in the absence of the President.
- Joint Delegate Assembly
- Assist the President in the responsibilities of the President, particularly in the areas of public relations, membership, and provision of the facilities for meetings.

### **Essential Duties and Expectations**

- Support CABE's vision and strategic plan.
- Provide leadership that supports CABE's vision and strategic plan.
- Attend all board meetings and annual conferences.
- Chair Regional Representative Committee meetings.
- Provide reports to the CABE Board regarding CABE chapter and membership events.
- Support CABE's long-range business and fund development plan by actively supporting CABE's fundraising activities and goals.