

Club president-elect/vice president

The roles of president-elect and vice president are already defined in your club bylaws and policies.

DUTIES AND RESPONSIBILITIES

- Serves as an officer on the board of directors
- Serves a one-year or two-year term, as provided in club policy
- Attends board of directors meetings
- In the absence of the president, presides at club meetings and board of directors meetings, in accordance with club policy
- Performs other duties as assigned by the president or the board of directors

Throughout the year, the president-elect or vice president prepares to assume the leadership role of president by working closely with the club president and attending the division council meetings, district conventions and possibly the Kiwanis International convention. It's the club president's job to include these leaders in discussions and meetings, delegate tasks to them and encourage their participation in club leadership education.