



FORT SASKATCHEWAN RINGETTE ASSOCIATION

TITLE: VICE PRESIDENT FUNCTIONS

POLICY #: 1602

Created: May 24, 2018	Last updated: January 22, 2019	Approved: January 22, 2019
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Ver no.	Effective Date	Significant Changes

1.0 Purpose

To outline the roles and responsibilities of the Vice President of the Fort Saskatchewan Ringette Association's (FSRA) Executive Board.

2.0 Scope

This policy only applies to the FSRA's Vice President.

3.0 Terms

Vice President – An elected member of the FSRA Executive Board who may serve for a minimum of a two-year term.

4.0 Policy

- 4.1 The Vice President will assist all other Executive members in the execution of their roles.
- 4.2 The Vice President will serve as Chair of the Grievance, Disciplinary, and Specific Team Request Committees.
- 4.3 The Vice President will help organize the Year-End Banquet as well as coordinate the first meeting of the Year-End Banquet Committee.
- 4.4 The Vice President is responsible for learning the duties and functions of the President of the FSRA.
- 4.5 The Vice President shall perform the duties of the President in the event that the President is either absent or unable to do so.