

JOB DESCRIPTION: VICE-PRESIDENT

REPORTING The Vice-President is an Officer. The office holder designate must first be an elected Director. The holder designate is then appointed to the office for a term of two (2) years by a vote of the Board of Directors. The Vice-President reports to the President.

DUTIES

In the absence or disability of the President, and provided he/she is authorized by the President or Board of Directors so to act, the Vice-President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as may be assigned by the Board of Directors or the President.