



## Vice President Job Description

7/27/2017

The Tire Society

810 E. 10th Street, Lawrence, KS 66044

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**Who:** Tire Society Member selected by membership vote per Article V of the constitution. *Ideally, a resident of the State of OHIO to be the legal representative of the Corporation to the State as Statutory Agent*

**Term:** 2 years  
typically, precedes 2 year term as President for operation continuity

**Reports to:** President

**Constitutional Responsibilities:** Legal responsibility with other Tire Society officers for the operation of the Tire Society.

### **ByLaw Duties of Officer, Article I, Section 4**

The Vice President shall assist the President in the performance of his duties. In the event of the absence of the President or his inability to serve, the Vice President shall act in his stead. He shall perform such other duties as are assigned to him by the President or by the Executive Committee.

### **Specific Responsibilities:**

- Facilitate Executive Committee Meeting when President is absent
- Chair a committee
- Learning tire society operation to become President in the following term, at typical practice.

**Other Responsibilities:** Lead special project committees deemed necessary by the executive committee or President.