

<p>Board of Directors</p> <p>Roles & Responsibilities</p> <p>Policy No. 2023-02</p> <p>Adopted: 2023-10-12</p>	<p>Clearwater & District Chamber of Commerce</p> <p>209 Dutch Lake Rd</p> <p>Clearwater BC</p> <p>VOE 1N2</p>
<p>Executive Officers</p>	
<p>VICE PRESIDENT</p> <p>The Vice President responsibilities are as follows,</p> <ul style="list-style-type: none"> • Assist the President with his/her duties. • Assume the responsibilities of the Chair of the Board in his/her absence. • Chairs Strategic Plan and Nomination Committees. • Acts as secondary contact for the media. • Represents the organization at various functions throughout the year. • Leads strategic plan for upcoming year. • Attend director orientation session. • Attends board meetings regularly. • Participates on at least one committee or task force per year. • Attend Annual General Meeting in September • May act as a Mentor Director after one year term. • Signing authority on financial matters such as payments and matters pertaining to the Chamber including correspondence. 	