

# CAMPBELL RIVER YOUTH SOCCER ASSOCIATION ROLES AND RESPONSIBILITIES



**Position:** Vice President

**Purpose:** The Vice-President shall generally assist the President and perform the duties of the President in his/her absence.

## **Duties and Responsibilities**

- The Vice President must carry out the duties of the president during the president's absence.
- Serve, with the President and Treasurer, on the Executive Committee.
- Support any other committees as requested.
- Assist in the future direction of the Club including planning and oversight.
- Perform tasks as requested by the President.
- Attend scheduled CRYSA Board of Director meetings and provide a Vice President report.

## **Knowledge and Skills**

- Have a basic understanding of CRYSA's constitution and operations.
- Ability to take directions, provide direction to others, and ability to delegate.
- Ability to mediate
- Ability to establish and manage execution of plans.
- Ability to use sound judgement.
- Experience and ability to manage and lead meetings.

## **Commitment**

Commitment 4-8 hours per month