

## **President - Elect Job Responsibilities**

- Attend State Convention in May (if possible)
- Attend Monthly Board Meetings
- Assist the President in their duties
- Conduct Board meetings in the absence of the President
- Attend Monthly Council meetings if the President is unable to attend.
- Support and help all Board Members with their duties as needed and as you are able
- Prepare to serve as the next President
- Report to the President