

## **District and Auxiliary Presidents**

### **Officer Fact Sheet**

#### **Building on the VFW Auxiliary Foundation Guidebooks**

Please read the sections of Building on the VFW Auxiliary Foundation Guidebook, found on the National Auxiliary Web Site under Resources.

This outlines your duties and responsibilities as an Auxiliary and District President.

#### **Auxiliary Presidents: Guidebook One**

Best Practices Page 2-3

Being Prepared Pages 3-4

Leadership Role Pages 4-5

Podium Book refer to Section 810 & 810A

Auxiliary & District Meetings Ritual (Podium Book) Pages 8-41

#### **District Presidents: Guidebook One**

Best Practices Pages 8-9

Being Prepared Pages 9-10

Leadership Role Pages 10-11

Official Visits Pages 11-13

Podium Book refer to Section 810 & 810C, 816

Auxiliary & District Meetings Ritual (Podium Book) Pages 8-41

## **District and Auxiliary Sr. & Jr. Vice Presidents**

### **Officer Fact Sheet**

#### **Building on the VFW Auxiliary Foundation Guidebooks**

Please read the sections of Building on the VFW Auxiliary Foundation Guidebook, found on the National Auxiliary Web Site under Resources.

This outlines your duties and responsibilities as an Auxiliary and District Sr. & Jr. Vice President Presidents.

#### **Auxiliary Sr. Presidents:**

Guidebook One Pages 5-6

Podium Book refer to Section 811

#### **Auxiliary Jr. Presidents:**

Guidebook One Page 6

Podium Book refer to Section 811

#### **District Sr. Presidents:**

Guidebook One Page 14

Podium Book refer to Section 811

#### **District Jr. Presidents:**

Guidebook One Page 14-15

Podium Book refer to Section 811

Sr. Vice & Jr. Vice President's please study How to Conduct a Meeting

Auxiliary & District Meetings Ritual (Podium Book) Pages 8-41

## **District and Auxiliary Secretary & Treasurer**

### **Officer Fact Sheet**

Building on the VFW Auxiliary Foundation Guidebooks

Please read the sections of Building on the VFW Auxiliary Foundation Guidebook, found on the National Auxiliary Web Site under Resources.

This outlines your duties and responsibilities as an Auxiliary and District Secretary & Treasurer.

#### **Auxiliary Secretary**

Guidebook One Pages 6-7

Podium Book refer to Section 812 & 812A

#### **District Secretary**

Guidebook One Page 15

Podium Book refer to Section 812 & 812A

#### **Auxiliary Treasurer**

Guidebook 5 Financial Responsibilities

Pages 2-8, 13

Podium Book refer to Section 813 & 813A

#### **District Treasurer**

Guidebook 5 Financial Responsibilities

Pages 2-8, 13

Podium Book refer to Section 813B

## **District and Auxiliary Trustees**

### **Officer Fact Sheet**

Building on the VFW Auxiliary Foundation Guidebooks

Please read the sections of Building on the VFW Auxiliary Foundation Guidebook, found on the National Auxiliary Web Site under Resources.

This outlines your duties and responsibilities as an Auxiliary and District Trustees.

#### **Auxiliary Trustees**

Guidebook 5 Financial Responsibilities

Pages 9-11

Podium Book refer to Section 814

#### **District Trustees**

Guidebook 5 Financial Responsibilities

Pages 9-11

Podium Book refer to Section 814

## **District and Auxiliary Trustees**

### **Officer Fact Sheet**

#### **Building on the VFW Auxiliary Foundation Guidebooks**

Please read the sections of Building on the VFW Auxiliary Foundation Guidebook, found on the National Auxiliary Web Site under Resources.

This outlines your duties and responsibilities as an Auxiliary and District Officers; Chaplin, Conductor/Conductress, Guard, Patriotic Instructor, & Historian.

#### **Auxiliary & District Chaplin**

Guidebook One Page 24

Podium Book refer to Section 817

Auxiliary & District Ritual (Podium Book)  
Pages 77-117

#### **Auxiliary & District Conductor/Conductress**

Guidebook One Page 25

Podium Book refer to Section 818

Auxiliary & District Ritual (Podium Book)  
Pages 77-117

#### **Auxiliary & District Guard**

Guidebook One Page 25

Podium Book refer to Section 819

#### **Auxiliary & District Patriotic Instructor**

Guidebook One Page 26

Podium Book refer to Section 820

#### **Auxiliary & District Historian**

Guidebook One Page 27

Podium Book refer to Section 822