

Vice President Job Description

Purpose:	Take a leadership role on the Paddock Hills Board of Trustees.
Qualifications:	Paddock Hills Trustee
Terms of Office:	Assembly Officers are selected in May, the first meeting after Trustee Elections at the Annual Meeting in April.
Appointment	The Paddock Hills Board of Trustees approves the appointment of a volunteer for this position.

Duties and Responsibilities:

- 1, Assume the duties of the President in his/her absence.
2. Initiate, lead and monitor the efforts of the Assembly as it develops long range goals and implements programs and projects.
3. Respond to concerns of Community members.