

SOUTH DAKOTA PTA VICE PRESIDENT FOR PROGRAMS

- a. Attend and participate in South Dakota PTA annual conventions and meetings of the South Dakota PTA Board of Directors and Executive Committee and provide a report
- b. Maintain social media accounts and make posts regularly
- c. Upkeep South Dakota PTA website
- d. Communicate to news media about upcoming PTA events and PSAs
- e. Submit articles for SD PTA communications
- f. Prepare and provide materials for SD PTA Leadership Trainings
- g. Develop and implement the campaign for National PTA Programs including goals and action plan
- h. Provide materials to the Council Presidents for all programs
- i. Oversee South Dakota PTA Reflections program
- j. Manage South Dakota PTA programs
- k. Assist in design of marketing materials, newsletters, training materials etc.