**UAFCS Vice President of Work**

**The Vice President Of Work Shall**:

-Be elected annually. The term of office shall be two years – the first year as vice president of work elect, the second year as vice president of work.

-The vice president of work elect shall assume office following the UAFCS annual meeting after his/her election.

-The vice president of work elect shall be an active, supporting emeritus or reserve member.

**ELECTION PROCEDURES**

**Section 1:**

A. The elections of Affiliate officers and subject matter chairpersons shall be conducted electronically. (Amendment approved by membership 11/2013)

B. Ballots shall be emailed from the nominating committee to each individual member whose name appears on the current/updated membership list provided by AAFCS, accepting pre professional and honorary members.

C. Ballots shall be e-mailed to members by one month before the UAFCS annual meeting.

D. Ballots shall be returned to the chairperson of the nomination committee.

E. The closing date for the receipt of ballots shall be stipulated by the election committee and indicated on the ballot. The election committee will inform the newly elected officers of their new positions on the UAFCS board in a timely manner so they may be sworn in at the UAFCS annual meeting and assume office following that meeting.

**Section 2**. Elections shall be by majority of votes cast.

**Section 3**. In case of tie votes, the tie will be broken by the board of directors.

**Section 4**. The president shall appoint members to fill unexpired terms in the case of vacancies in elected offices except the president elect.

**Section 5**. In the case of vacancy in the office of president elect, the board of directors shall fill the unexpired term with an individual who meets the identified qualifications.

**Section 6**. In the case of vacancy in the president's office, the president elect shall fill the unexpired term.

**ROLE OF OFFICER**

**The Vice Presidents Shall:**

1. Be members of the board of directors and the executive committee;

2. Share Affiliate responsibilities and perform duties as requested by the president;

3. Recommend to the president the continuation, reorganization, termination, or change in function or status of the Affiliate committees, or the formation of new committees;

4. Submit an annual report to the president.

**The Vice President Of Work Shall:**

1. Be the chairperson of the program of work committee.

2. The committee shall be responsible for the annual program of work of the association, and the annual meeting of the Affiliate.

**The Vice President Of Work Elect Shall:**

1. Assist the vice president of work and serve on the program of work committee.