



## District and Local Chapter First Vice–Presidents Suggested Activities



### The TRTA District First Vice–Presidents:

1. Preside at district meetings in the absence of, or at the request of, the district president;
2. Serve as district membership/volunteer services/community involvement committee chair and appoint its members;
3. Distribute TRTA membership information to the local chapters;
4. Assist local chapters in developing membership campaign plans;
5. Monitor and support local chapter membership activities;
6. Work with the district president to determine the awarding of the four \$25 Individual Membership Incentives funded by the TRTA office;
7. Identify district areas where local chapters are needed and assist in their development; and
8. Perform other assigned duties to fulfill the objectives of TRTA.

### The TRTA Local Chapter First Vice–Presidents:

1. Preside at meetings of the local chapter in the absence of, or at the request of, the local chapter president, and act for the president in his or her absence or inability to serve;
2. Serve as chair or appoint a local chapter member to serve as chair of the membership/volunteer services/community involvement committee for the local chapter and appoint its members;
3. Develop a plan to involve members to recruit, retain, and regain members;
4. Promote the individual membership incentive as determined by the district leadership;
5. Keep the district membership/volunteer services/community involvement committee chair informed of membership status and activities;
6. Assist the president;
7. Attend the District Fall Conference, if applicable;
8. Attend the Spring Conference as the incoming first vice–president, if applicable; and
9. Perform other assigned duties to fulfill the objectives of TRTA.