



Archery Victoria			
Title:	Duty Statement		
Subject:	Vice President		
Author:			
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0202. Duty Statement – Vice President

The Vice-President will assist the President in the performance of their duties.

The Vice-President is a Board Member and is elected to the position of Vice-President by the Board in accordance with the Constitution of Archery Victoria (as amended from time to time).

1. Duties

1.1. Publicise and Promote Archery Victoria, Archery generally, Tournaments, Club activities, single or groups of Archers involved in Club, State, National or Overseas activities.

1.2. Act as President for meetings in the absence of the President.

1.3. Assist in the establishment of new Clubs and support of existing Clubs.

1.4. Take responsibility for providing guidance and assistance to Officers of the Board (as appointed by the Board from time to time).

1.5. Take responsibility for providing guidance and assistance to any sub-committees established from time to time by the Board.

1.6. Liaise with Board Members and the Chief Financial Officer in the preparation of annual budgets.

1.7. Stand in for Board Members, in the event of a vacancy, until that vacancy is filled.

1.8. Act as Board Member for member clubs as determined by the AV Board.