Title	Effective Date	Page
Vice Chair Marketing & Communications Roles and Responsibilities	**December 2024**	**1 of 2**
Policy Number	**Updates and Replaces**	
HR 9	**June 12, 2021**	
	Next Review Date	
	December 2029	

PPOLICY STATEMENT

1. The Vice Chair Marketing and Communications reports to the Board on the status of key Marketing and Communications programs and initiatives.

RELATIONSHIPS

1. Reports to Board of Directors.
2. Works closely with the President and related staff as necessary.
3. Has a lateral relationship with all other Board members.

RESPONSIBILITY

1. Is a member of the Executive Committee (EC).
2. Provides input to the Association's Marketing Team when appropriate.
3. Supervises and participates as necessary in the delivery of special initiatives and programs as delegated from time to time by the Chair of the Board, Board of Directors, or EC.
4. Meets with the membership formally and informally to promote the image of the Association and to elicit member input.

EXPERIENCE PREFERRED

1. A background in marketing and social media is an asset.

REFERENCE POLICIES

HR1 – Abuse & Harassment
HR2 – Board of Directors' Responsibilities for Code of Conduct, Conflict of Interest and Confidentiality

Title	Effective Date	Page
Vice Chair Marketing & Communications Roles and Responsibilities	**December 2024**	**2 of 2**
Policy Number **HR 9**	**Updates and Replaces** **June 12, 2021**	
	Next Review Date **December 2029**	

PROCEDURE DEVELOPMENT

N/A

APPROVALS

Chair of the Board		Date:
on behalf of the Board of Directors		Date: