



GPA BOARD VICE PRESIDENT POSITION DESCRIPTION

Purpose/Objective: The GPA Vice President is responsible for assisting the President in coordinating and directing GPA operations and committee activities.

Qualifications: The GPA Board Vice President of the Grant Professionals Association (GPA) must be a member of the GPA Board. The GPA Board Vice President is elected for a one year term (January-December) by his/her fellow board members at the board meeting held in conjunction with the annual meeting in the fall of each year.

Time Commitment: The GPA Board Vice President expected time commitment is three hours per month for a one-year commitment. The GPA Board Vice President will be reimbursed of expenses incurred in performing his/her regular duties within a reasonable limit as determined by the Board.

Responsibilities include:

1. Perform all duties of the President in the event of the President's absence or inability or refusal to act, and when so acting shall have all the powers of, and by subject to all the restrictions on, the President.
2. Have other powers and perform other duties as may be described by law, by the Articles of Incorporation, by the Association Bylaws or as may be prescribed by the Board.
3. Serve on the Executive Committee.
4. Serve as the Board Liaison to at least one other Association Committee.

Measure of Success: Completion of goals set forth by themselves, the Board, and the National office staff; committees are active and goals achieved; available to other officers and members; excellent teamwork.

Benefits: Gain experience in working with committees; stepping stone to Presidency; opportunity to network on different levels; gain beneficial experience for job.