



Open VACC Board Positions: Qualifications and Responsibilities

Treasurer-Elect

The Treasurer-Elect will be mentored by the sitting Treasurer in preparation for continuity of the treasurer role of VACC. The Treasurer-Elect shall participate in Board meetings actively as a Director.

Qualifications:

1. Has basic knowledge of accounting principles
2. Has the ability to ascertain VACC's financial health.

Responsibilities:

1. Actively participates in Board meetings
2. Utilizes the term as Treasurer-Elect to familiarize him/herself with the operations of the board.
3. Completes prescribed training program as directed by the Treasurer in preparation for term as Treasurer.

Director

Responsibilities:

1. Attends all Board Meetings and conference calls.
2. Represents and promotes VACC to professional, industry, and community groups.
3. Performs other duties as directed by the President or Board of Directors.

Overall Responsibilities of the VACC Board of Directors

1. Determine the organization's mission and strategic direction.
2. Identify emerging trends in the specialty.
3. Design the organization's future through continuous strategic thinking and planning.
4. Prepare and revise the strategic plan of the organization; formulates organizational strategies; monitors and evaluates execution of the strategic plan.
5. Approve implementation plans and budget.
6. Provide proper financial oversight.
7. Ensure adequate funding.
8. Approve all policies of the organization.
9. Determine, monitor, and strengthen the organization's programs and services.
10. Select, support and assess the performance of the Executive Director.
11. Perform self-assessment of the Board's performance.
12. Ensure legal and ethical integrity and maintains accountability.
13. Enhance the organization's public standing.