
Southwest Area Human Resource Association



Vice-President

Function:

Assists the President in overseeing all the activities of the chapter. In the absence of the President, performs all the Presidential responsibilities.

Responsible to:

- Members of the chapter
- Chapter President

Responsibilities:

1. Performs all special projects as assigned by the President.
2. Upon request, assists all officers in performing their responsibilities.
3. Maintains a current active SHRM membership.
4. Attends, and presides over if necessary, all monthly meetings and Board of Directors meetings.
5. Participates in the development and implementation of short-term and long-term strategy planning for the chapter.
6. Represents the chapter in the Human Resources community.

Requirements:

Must be an SHRM member in good standing elected by the chapter membership.