

VICE-PRESIDENT

In the absence of the president, or in event of his/her inability to function, the Vice President shall act for and in the stead of the President. He/she shall also be responsible for Public Relations.

The duties of the Vice-President shall include:

1. Substitute for the President in any of his/her functions if he/she is unavailable
2. Act as "publisher" for the Messenger's Voice. The Vice President is responsible for all facets of this newsletter, including content, production, and distribution.
3. Remind board members of monthly meeting, Messenger's Voice and Annual report deadlines.
4. Work on special projects as directed by the President and/or Pastor.