

Standing Committee Vice Chairs – General Responsibilities

The general responsibilities for Standing Committee Vice Chairs include:

- Serve as a non-voting member on the Full Board
- Report to and assist the standing Committee Chair with committee responsibilities
- Assume responsibilities of the committee in the absence of the Committee Chair
- Encourage and solicit standing committee participation from the general membership
- Assist in convening of regular meetings of the standing committee to facilitate the work of the Association as charged to the committee by the Leadership Team or as requested by the President

Estimated Time Commitment for Standing Committee Vice Chairs:

PCACAC Conference	4 days per year
PCACAC Full Board Meetings	2 in-person days per year
Regular Committee meetings	6 days per year
Monthly Check in with Leadership Team Liaison	12 days per year
Planning and preparation	12 days per year