

- 5.7 Be in regular contact with the Executive Director (or delegate) to maintain a working knowledge of current issues and events within the Society,
- 5.7 Conducts the Executive Director's (or delegate's) Performance Review,
- 5.8 Approve all leaves for Executive Director (or delegate).

Reference:

Adapted from Métis Nation British Columbia Policy Manual Role of the President  
RMMA Board Code of Conduct



## **Policy 9 – Role of the Vice President**

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### **Role of the Vice-President**

The Vice-President is elected, acclaimed or appointed in accordance with the By-laws and policies. The Vice-President is a Director. The Vice-President of Rocky Mountain Métis Association is responsible for carrying out the duties of the President when the President is absent, or, assists in the performance of the President's duties, as directed by the President or the Board of Directors in consultation with the President.

If there is no President of the Rocky Mountain Métis Association, or the President of the Rocky Mountain Métis Association is under suspension, the Vice-President shall fulfill the office of the President.

If the office of Vice-President is vacant, the Board of Directors may appoint an interim Vice-President. If the Vice-President is absent or unable to act, the Directors present shall elect one of the members present to preside at the meeting.

#### **1. Duties of the Vice-President**

The Vice-President shall:

- 1.1 Monitor all Action Items from a Board Meeting to ensure they are properly discharged and completed. The Vice-President receives the Action items from the minutes as prepared by the Secretary and determines the status of each Action Item, and submits a status report to the Board of Directors,
- 1.2 Perform such other duties and responsibilities as delegated by the President or the Board of Directors in consultation with the President.

#### **2. Relationship with the Board**

The Vice-President shall:

- 2.1 Be well coordinated with the President in providing leadership and guidance to the Board in developing and maintaining the Board's focus on the Strategic Plan, Values, Mission and Vision,
- 2.2 Be an alternate signing authority.

Reference:

Rocky Mountain Métis Association Bylaws

Rocky Mountain Métis Association Social Media Policy