



JOB DESCRIPTION

Title: Vice President of Color Guard

Reports to: the President, the Executive Committee and Board of Directors. The Vice President of Color Guard is to be the liaison between the membership (instructors & ensembles) and the Executive Committee. This position plays a critical role in representing the color guard membership to the Executive Committee.

As a member of the Executive Committee, the Vice President of Color Guard will be an advisor to the President, board of directors, and other relevant internal stakeholders.

Additional Duties:

- Must be an active instructor
- Participate in semi-monthly Executive Committee conference calls
- Dedicated to assist with budget, policy, procedures, personnel, contest oversight
- Participate in WGASC/ADLA business meetings
- Field membership concerns to the Executive Committee
- Respond to membership concerns after Executive Committee resolution
- Oversee the various advisory committees as directed by the President
- Participate and often facilitate meetings with advisory board subcommittees
- Excel in follow up and be task oriented
- Participates in scholarship committee duties
- Participate in WGASC Championships weekend
- Ability to work with sensitive information and maintain confidentiality
- Assumes other duties as assigned by the President

Skills:

- Strong communication background
- Google Suite, Dropbox, MS Office Suite