



Responsibilities of the Associations West Industry Partner Vice Chair

The Industry Partner Vice Chair (IPVC) is an Officer and member of the Executive Committee. The IPVC is also a voting member of the Board of Directors. The term for this position is one year that begins on July 1.

Responsibilities and duties of the Associations West IPVC include:

1. All responsibilities associated with Directors also apply to the IPVC, including but not limited to legal duties, meeting attendance and preparation, representation of the membership, knowledge of and adherence to the Bylaws and Board policies (including the Conflict of Interest policy).
2. All duties related to being an Officer of Associations West.
3. All duties related to being a member of the Executive Committee, which also includes the Chair, Immediate Past Chair, Vice Chair & Secretary, and Treasurer. The Executive Committee meets approximately six times annually, typically by conference or video call.

Time Commitment: Approximately four to six hours per month plus travel and attendance to four BOD meetings and one planning retreat (two days) annually.