



Vice President - Position Description

Recommended Qualifications and Competencies

- Leadership
- Communication (written and verbal)
- Organization and Planning
- Event Planning
- Passion for volunteerism and 2SLGBTQPIA+ initiatives
- Experience being on a non-profit board
- Experience planning events or programming for 2SLGBTQPIA+ or other marginalized groups

Job Duties

1. Assist the President to lead and oversee the Kamloops Pride Board of Directors.
 - a. Run board meetings in the President's absence
 - b. Have general oversight of the Society and Board and support governance initiatives
2. Lead the Events Committee and planning of year-round events.
 - a. Run monthly events, oversee event planners and volunteers
3. Secondary media contact for completing interviews (ex. Radio, written news, video, etc.) and delivering statements on behalf of the Board.
4. Have bank signing authority.
5. Represent Kamloops Pride at community events and meetings with important people (politicians, organizations, etc).
6. Build relationships with other events and organizations in the community.
7. Gather event feedback from community members.

Commitments

1. Attend 1 board meeting per month.
2. Participate in the online board forum on the app 'Slack'.
3. Approximately 10 hours per month on Vice President duties.
4. Volunteer at 1 in-person event per month.
5. Lead the Events Committee
6. Participate on a minimum of 1 other Committee.
7. Support all committees in governance and guidance with the President.