

# Virginia SHRM State Council

## Vice President

### Position Summary:

Serve as an “understudy” to the state council president. Work with the state council president to establish policy, strategies and objectives consistent with SHRM Board policies. Provide guidance to elected and volunteer staff who are responsible for accomplishing state and SHRM objectives.

### Responsibilities:

- In the absence of the state council president, manage the affairs of the council.
- Promote the state council and the profession by personal appearances and speaking engagements before SHRM chapters and other organizations within the state.
- Participate on conference calls to represent Council leadership as applicable.
- Participate on Steering Committee for State Conferences.
- Plan State Leadership Conference and oversee the implementation details.
- Perform duties as requested by state council president.

### Requirements:

- Must be an SHRM member in good standing. SHRM and/or HRCI certification highly desirable.
- Serves a two year term beginning the first day of January and ending the last day of December.