

Standard Operating Procedure President

As stated in the APVMA Constitution, the role of the President is as follows:

The President shall be the chairperson of any general membership meetings but will not have a vote. The President shall oversee any committees chosen by the Executive Board except for committee(s) assembled for fundraising purposes (By-Laws Article 5, Section 6). The President will act as liaison between the Symposium Host and the Executive Board. The President shall also be responsible for submitting one article per issue of the national newsletter and for updating the President's Officer Manual as needed.

The position of APVMA President is not one to be taken lightly, however, the skills and professional development you will gain goes far beyond expectations. If elected, there are many responsibilities that must be of utmost importance regardless of the absence of a static list of duties that must be performed. The following are expected of the President on a regular basis. However, please note there may be additional responsibilities the President must perform for during his/her term.

In addition to the roles as stated in the Constitution above, the President of the APVMA must also:

- Serve as a liaison between the Executive Board (Eboard) and the Advisory Board of Trustees (ABoT) under certain circumstances of limited communication due to uncontrolled absences.
- Work to provide an active presence for the other members of the Eboard, the ABoT, and the members of the APVMA through communication and assistance.
- Address any topics he/she might feel the need to in order for all operations to run smoothly.
- Be comfortable and confident in running all teleconferences between the Eboard and the ABoT, as well as overseeing all duties before and during the Eboard and ABoT business meeting(s).
- Relay all information to the respective person(s) and stay updated on all APVMA affairs.
- Ensure that all members of the Eboard are performing their duties in an efficient and professional manner.
- Maintain a work ethic to effectively parallel and enforce all expectations listed.