



PHRF NW First Vice President - Job Expectation

Organization: Pacific Handicap Racing Fleet of the Northwest

Administrator: Board of Directors **Date of Adoption:** 013116

Adopted By: Board of Directors **Date of Revision:**

Reports to: Board of Directors

- The First Vice President acts as Chairman of the Board of Directors in the absence of the President; shall succeed the President in the event of death, disability, resignation or removal of the President. The Vice President shall also carry out other assignments or duties as may be prescribed by the Board of Directors. The person holding this position will typically succeed the current President.
- Voting member of the Board of Directors.
- Act as the President/Chair in the President's absence,
- Serve on the Executive Committee of PHRF
- Assists the President in ensuring the effective action of the Board in governing and supporting the organization and oversight of Board affairs.
- May be assigned a special area of responsibility such as; membership, media, annual meeting, facility, or personnel by the Board.