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Committee Position Description

Vice President

The Vice President shall be responsible for:

- a. Assisting the President, when required, in the administration of:
 - Meetings
 - Policy
 - Public Relations
- b. Assisting the various committee members in the discharge of their duties.
- c. Liaising with parents, members and helpers to find out what facilities are required to further improve the running of the Centre.
- d. Standing in when needed, in the absence of the President.