



RAMS SWIM CLUB  
Board Position: Vice President  
Voting member of the RSC Board.

***The Vice President (VP) role is a one year term position voted for every year.  
The RSC VP position rolls into RSC President position after 1 year.***

***The Vice President serves as aid to the RSC Board President and performs the duties of the President in the President's absence or inability to serve. The VP chairs RSC board and parent meetings in the President's absence.***

The role and duties of the RSC Vice President board member include, but are not limited to:

#### **Board Meetings**

1. Reports any Safe Sport and/or general incidents
2. Presides at meetings in president's absence
3. Calls/requests special meetings as needed

#### **General Duties:**

1. Safe Sport lead for the team; incident reports, compliance, reporting to USA Swimming
2. Helps to address concerns raised by parents, coaches and swimmers
3. Oversees, leads/drives and ensures the necessary documentation coinciding with are up to date: club vision & mission statements, long-term projects, bylaws, team handbook and overall board duties/descriptions
4. Chairs the RSC volunteer officials committee, liaison for training
5. Works with the school district (SEP HS and athletic department) to maintain positive relationship
6. Is a liaison to IASI (Iowa Swimming, Inc) as needed
7. Works closely with RSC President in preparation for the following year board leadership role

#### **Additional Duties:**

1. Maintain a USA Swimming non-athlete membership, complete required certifications: background check, APT (athlete protection training) and CPT (concussion protocol training)
2. Chair of the RSC Officials Committee
3. Takes a leadership role during competition sessions for hosted meets: either meet director, official or meet marshal
4. Supervises additional special projects as delegated by team president and/or board.
5. Performs other duties as required by the Team and Board