Board of Directors

Age Group Vice-Chair

Job Description

**Meeting Expectations**

* Provide insight, suggestions, and concerns regarding LSC matters.
* Vote on decisions in the best interest of the Maine Swimming LSC and its mission.
* Avoid conflict of interest or perceived conflict of interest by acknowledging potential conflicts upfront which may mean potentially forfeiting a vote.
* Abide by Robert’s Rules of Order during meetings of the Board.
* Attend Board of Director and House of Delegate Meetings, and any meetings, conference call or otherwise, throughout the year.

**Committee Commitment**

* Chair the Age Group Committee.
* Schedule and hold quarterly meetings or conference calls with your committee to conduct necessary business.
* Provide an agenda in advance of your meeting and brief minutes upon conclusion to be posted on the LSC website.

**Fiscal Responsibility**

* Provide financial oversight of the LSC budget, and respective committee budget.

**Other Responsibilities -** In addition to the regular responsibilities listed above, the Age-Group Vice-Chair also holds the following responsibilities:

* Serves on the Technical Planning Committee.
* In conjunction with the Senior Vice-Chair oversees the championship meets with regards to time standards, order of events, etc.
* Coordinate annual camp/all-star opportunities.
* Work in conjunction with the Eastern Zone Age Group Committee.
* Evaluate past competitions and present recommendations for the future.

*Reference Maine Swimming Bylaws Article 5 Board of Directors for more information on the role of the Board Director.*

*Reference Maine Swimming Bylaws Article 6 Officers for more information on the role of the Age Group Chair.*