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**Running for JOI Club Vice/Co Presidents**

Executive Responsibilities:

* Works with President to create Agendas for Club meetings as necessary
* Presides at Club meetings when the President is unable to come
* Is a Facilitator of the Volunteers who are members and helps the President recognize and monitor all proposals for Club Activities
* Represents the JOI Club at Optimist functions when possible
* Attends the JOI District Conference which is held once a year
* Oversees leaders who are developing Projects
* Helps Project Leaders when necessary in their team development
* Helps Project Leaders to supervise & schedule committee members for projects.
* Is the person the President depends on to continually be aware of ongoing Projects and helps Project Leaders with their accountability.

(Please feel free to write on the back of this paper if you need more room)

I would like to run for JOI Club Vice/Co President for the 20XX-XX School term:

Ideas I have for a successful club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Experience I have had that would help me be a good Vice/Co President:

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