

Case Management Society of New England
2 Nashua Rd., Pelham, NH 03076 Tel.: 603-329-7481
Email: CMSNE@CMSNE.org Website: www.CMSNE.org

POSITION: Vice President

POSITION OVERVIEW: The office of Vice President is an elected position.

ROLES AND RESPONSIBILITIES:

- Participates and is a voting member on the Executive Board.
- Preside over the Executive Board and business meetings in the absence of the President and President elect.
- Act as a liaison to interested and newly formed extensions of CMSNE, in helping to develop, plan and communicate needs of extension.
- Act as Executive Board liaison on the Program/Web-based Program Committee. As such will seek to coordinate with Program Committee and Extensions educational programs throughout our geographic area.
- Serves as chapter representative in matters related to CMSNE Corporate Sponsorship, to include but not limited to recruitment and retention activities and review and or revision of established benefit levels as needed.
- Will assist with the renewal of the consultant contracts as deemed necessary by the President.
- Perform other duties as assigned by the President and Executive Board.
- If unable to perform the duties of the office, the Vice President will resign or be terminated from the position in accordance with Article VII, Officers, Section 6, Removal, of the chapter bylaws.

BENEFITS OF ELECTED OFFICE:

- Complimentary registration to Annual Conference
Complimentary registration to Building Strategies Conference
- Invitation to Executive Board retreats, as sponsored/offered by CMSNE
- Based on program attendance and/or demand for Executive Board presence, complimentary registration may be extended for programs sponsored by the Chapter and/or Chapter Extensions. The Executive Board member agrees to actively greet participants, networks with participants and program sponsors, participates in registration activities and/or facilitates table discussions or other program components as assigned.
- Increased networking opportunities with Corporate and program sponsors and peers
- Development of communication, leadership and public relations skills

Please note: All benefits apply equally to Extension co-chairpersons. Complimentary registrations for programs sponsored by the Chapter or another Extension are subject to review and approval based on demand and attendance limitations as stated above. This may result in a pro-rated benefit.

Example: An Extension-sponsored program projects a low anticipated turnout for a program. This results in higher than normal risk for suffering a monetary loss in order to cover meeting expenses. Two Chairpersons from the same Extension (not the host Extension) request complimentary registration to attend the program. The host Extension Chair(s), in conjunction with the President, decides if one, both or neither of the requesting Extension Chairs are allowed complimentary registration.

For programs sponsored by the Chapter, decisions regarding complimentary registration are made by the President and Program Chairperson.