

**Position Title:** President-Elect

**Term of Office:** One (1) year as president-elect, prior to term as President.

**Responsibilities:**

- I. Serves as an ex-officio Board of Directors member. Acts as a tie-breaker if necessary.
- II. Reads all material published by OLCA.
- III. Learns the role of the President of OLCA.
- IV. Undertake and/or supervise projects or committees as assigned by the Board of Directors.
- V. Draft any needed policy recommendations based on the President-Elects' activities in this position.
- VI. Serve as the Chair of Nominations Committee in the absence of a Past-President.
- VII. Represent OLCA at conference or meetings at the request of the Board of Directors.

**Meeting Attendance:**

1. Membership meetings
2. Board of Directors meetings
3. Standing and Special Committee Meetings as designated
4. Allied group meetings as designated