



# POSITION DESCRIPTION

## TO APPLY

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EMAIL

Pickleballnb@outlook.com

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## Vice President

Pickleball NB

Recommended term of office: 2 years

### Overview of the position:

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The primary role of the Vice President is to support the President in his/her duties.

### Role and responsibilities:

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- Replace the President when he/she/they is absent.
  - Such other duties as may be assigned by the President or GNP.
  - Attend Sport and PCO meetings on behalf of the President and/or Pickleball New Brunswick upon request
  - Audit financial transaction with the Secretary every two months
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- Good communication skills
  - Ability to communicate in both official languages would be an asset
  - Must be able to chair a meeting.
  - Have flexibility in your schedule
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The Vice President shall not receive any monetary compensation for his/her role in PBNB.

The term of office is recommended at 2 years and not more than 2 consecutive terms. The Vice-President may decide to end his/her/their mandate after 1 year.