



USA WORKING EQUITATION

Policies and Procedures



SECTION 3. OFFICER AND DIRECTOR RESPONSIBILITIES

3.3 Vice President

- a. Participates in all Regular Full Board and Executive Committee meetings to review and approve/reject projects, policies, and business matters.
- b. Sets the agenda and presides over a Board meeting if the President is unable to do so.
- c. Serves on the Executive Committee to manage the organization's day-to-day business between Board meetings.
- d. Can participate in all committee meetings.
- e. Sets the agenda and presides over the Committee Chairs Working Session meetings.
- f. Has the authority to sign contracts and represent/speak on behalf of the organization if acting as President.
- g. Serves on the Appeals Committee for appeals of an Ethics Committee determination.
- h. Serves on the Competitions Appeals Committee to review competition Protest Committee decisions.
- i. Serves on the International Committee.
- j. Prepares annual budget with President, Secretary, and Treasurer. Reviews/finalizes the budget with Executive Committee, Board of Directors, and committee chairs.
- k. Participates in strategic planning sessions with the Executive Committee, Regional Directors, and committee chairs.
- l. Acknowledges receipt of reported or suspected violations within five business days; maintains confidentiality and ensures reports are properly investigated.
- m. Serves a 2-year term.