



## **Board of Directors**

### **Vice President Job Description**

**Title:** Vice President, Student & Youth Travel Association (SYTA) Board of Directors (unpaid position)

The Vice President shall preside and act as President in the case of the absence or disability of the President and assist the President when requested. Upon completion of a term as Vice President, the Vice President shall succeed to the office of President. In the event that the position of the President becomes vacant, the Vice President shall assume the office of President for the remainder of that current term and will continue as President the following term as he/she/they normally would have, had the vacancy in the President position not have occurred. The Vice President shall serve as chair of the Audit Committee and shall have such other powers and duties as may be prescribed by the Board of Directors and these Bylaws. (Bylaws)

**Term:** Three-year commitment, one year as Vice President, one year as President, and one year as Past President. The Vice President shall assume the position of the President upon completion of the full original term of office of the Vice President or upon unexpected vacancy of the President position.

**Purpose:** Offers support for the Board of Directors President and other leadership when needed and fulfill role of successor to President.

**In addition to responsibilities of a Board of Directors member, the Vice President shall:**

- Preside and act as President in the case of the absence or disability of the President
- Assist the President when requested
- Chair the Audit Committee
- Serve on the Executive Committee
- Should the position of President become vacant, fill the role of President for the remainder of that current term and continue as President the following term as they normally would have, had the vacancy not occurred.
- The current SYTA Vice President is invited to attend every BOT meeting.

**Preferred Qualifications:**

- Strong communication skills
- Experience with the Student & Youth Travel Association
- Knowledge of Robert's Rules of Order
- Personal qualities of integrity, credibility, and a passion for improving the Student & Youth Travel Association

**About Us:** The Student & Youth Travel Association is the non-profit, professional trade association that promotes student & Youth and seeks to foster integrity and professionalism among student and youth travel service providers. SYTA is "The Voice of Student and Youth Travel. ®"



**Mission of the Student & Youth Travel Association:** The Student & Youth Travel Association (SYTA) is the premier association of businesses dedicated to providing life enhancing travel experiences to students and young people. We instill confidence in our travelers by establishing quality and safety standards for travel providers, and we empower our members through advocacy, education, training and networking opportunities.

**Vision:** We help students and youth gain greater understanding of the world through the experience of travel.

**DEI Statement:** As the "The Voice of Student and Youth Travel®", SYTA is dedicated to promoting life-enhancing travel experiences to students and young people. In order to do this responsibly, SYTA expects all members to value and respect each other, as well as the industry we serve. SYTA aims to create an inclusive, equitable, and diverse culture that empowers our members to celebrate differences, promote diversity of thought, and instill the importance of nurturing a sense of belonging. Recognizing that we serve a diverse industry with people who have unique personal and professional experiences, SYTA is committed to providing a space for members to learn and grow from one another. In addition, we aim to ensure everyone can be their authentic selves while actively participating in a community that amplifies voices and perspectives.