

COUNCIL VICE PRESIDENT:

1. Follow Board member position description.

REPRESENTATION

2. Hold regular meetings/teleconferences with council membership/leadership.
3. Work with Council Chair
4. Prepare agendas for meetings.
5. Work with the Council Chair to conduct the council meeting at the AFT-W Convention.
6. If the Council VP is not the Council Chair, the VP will work with the Chair to assure inclusion
7. Act as both an advocate and a liaison for their council on the Board
8. Serve as the expert on the issues regarding their council for the Board and be available as a resource to Locals in their council.

ACCOUNTABILITY

9. Recruit retirees for organizing and political efforts
10. Be responsible for developing your Council’s AFT-W convention workshops.

COMMUNICATION

11. Communicate with all council members at least quarterly via e-mail or a council newsletter on issues of importance and interest to the council membership. Post the information on the AFT-W website.
12. Communicate regularly with other council V.P.s to closely share issues and concerns
13. Communicate regularly with AFT-W Staff
14. Work towards increasing union membership and grassroots activism within the sector you represent.

Salary & Payroll Tax	None
Expense Report	To be submitted within 35 days
Retirement	None
Health Insurance	None
Reasonable Expenses (refer to Travel & Expense Guide)	Must adhere to Travel and Expense Guide. Those expenses over the limit will not be paid.
Mileage Rate	Executive Mileage rate: 75% of IRS rate
Out of State Travel	If paid for by AFT-Wisconsin, must be approved by Executive Board
Vacation	
Cell Phone Reimbursement	
Sick Time	