



Rogue Valley Genealogical Society

3405 S Pacific Hwy, Medford, OR 97501 ☎ 541-512-2340
reception@rvgslibrary.org ☎ www.rvgslibrary.org

President Position Description

The President is elected by the members of the Society for a one-year term and may be re-elected (Article V, Section 8, RVGS Bylaws). As chairperson of the Board of Directors and Executive Committee, the President will vote in the event of a tie.

Responsibilities

1. Preside at all Society regular and special Board of Director and General Membership meetings.
2. Carry out the instructions of the Board of Directors.
3. Be the official spokesperson of the Society as liaison with community and allied organizations, e.g. SOHS.
4. Appoint Directors with the approval of the elected officers (Article V, Section 5, RVGS Bylaws). May include but is not limited to the following:
 - a. Directors of Education, Finance, Library, Technology & Data Management, Membership, and Volunteer.
5. Appoint special positions and committees with the approval of the Board of Directors. May include but is not limited to the following:
 - a. Coordinators of Projects, Maintenance, Public Relations , etc.
 - b. Positions of Office Manager, Cashier, and Historian, etc.
 - c. Chairpersons of special committees.
 - d. Members of the Financial Review, Budget, Bylaws, and Nominating Committees.
 - e. Editors of the *Rogue Digger* and *eNEWS*.
6. Be an ex officio member of all committees except Nominating and Audit.
7. Be a signer of checks for the Society.