

COUNCIL VICE PRESIDENT RESPONSIBILITIES/EXPECTATIONS:

REPRESENTATION

1. Board members are expected to attend all regular AFT-W meetings. Be informed of agenda items and make independent, objective decisions. Engage in full and frank discussion.
2. Serve as members in their local/state union
3. Participate in at least two AFT-W committees and assure proper committee structure.
4. Support and be actively involved in the election of the AFT-W COPE endorsed candidates.
5. Act as an active emissary of the Union who may be called upon to make visits to other Locals to provide assistance. Provide leadership on organizational structure and planning.
6. Hold regular meetings/teleconferences with council membership/leadership.
7. Work with Council Chair
8. Prepare agendas for meetings.
9. Work with the Council Chair to conduct the council meeting at the AFT-W Convention.
10. If the Council VP is not the Council Chair, the VP will work with the Chair to assure inclusion
11. Act as both an advocate and a liaison for their council on the Board
12. 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

13. Adhere to the Code of Ethics and Code of Conduct.
14. Recruit retirees for organizing and political efforts
15. Be responsible for developing your Council’s AFT-W convention workshops.

COMMUNICATION

16. 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.
17. Communicate regularly with other council V.P.s to closely share issues and concerns
18. Communicate regularly with AFT-W Staff
19. Work towards increasing union membership and grassroots activism within the sector you represent.

Salary & Payroll Tax	None
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