

Board Vice-Chair The Vice-Chair supports the Board Chair and serves as the Board leader in the absence of the Board Chair. In the situation where the Vice-Chair performs the duties of the Board Chair, the Vice-Chair shall have all the powers of and be subject to all the restrictions bestowed upon the President. The Vice-Chair is a member of the Executive Committee.

- Project Management & Organization. The Vice-Chair manages the day-to-day activities of the organization and ensures the organization accomplishes tasks to meet its overall goals (project management responsibilities via Monday.com).
- Volunteers. Setting up the Volunteer Local platform for the pride year
- Volunteers. Establishes the volunteer calendar to plan for and support all Capital City Pride events and activities occurring throughout the year.
- Volunteers. Responsible for the recruitment, registration, and management of volunteers throughout the year.
- Elections. Responsible for Board and subcommittee elections, recruitment, communications to the community and with candidates, establishing interview schedules, and announcing Board election outcomes and subcommittee appointees.