



EXPECTATIONS FOR PRESIDENT OF THE BOARD OF DIRECTORS

Per the By-laws:

The President shall be the principal executive officer of the corporation and shall in general supervise and control all of the business and affairs of the corporation. He/she shall preside at all meetings of the members and the Board of Directors. He/she may sign, with the Secretary or any other proper officer of the corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these By-laws or by statute to some other officer or agent of the corporations; and in general he/she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

Responsibilities of the Office of President:

1. Monitor the activities of the Organization.
2. Ensure Board of Directors is meeting the deadlines set forth in the annual timeline.
3. Assign tasks and appoint individuals to committees in order to accomplish specific goals.
4. Hold board members and committees accountable for assigned tasks.
5. Regularly communicate with the Artistic Director and Board Members.
6. Conduct meetings in accordance with appropriate parliamentary procedure.
7. Establish networking opportunities and act as the public face of the Organization.
8. Secure venue for rehearsals and performance and set rehearsal dates in conjunction with the Artistic Director.
9. Meet all requirements for general Directors as detailed in the “Expectations for the Members of the Board of Directors” document.

Adopted by the Voices of Omaha Board of Directors: March 7, 2015