

### **Regional President Duties**

- A. The President shall preside over the Regional Leadership Conference, Regional Convention, Regional Honors Institute, and meetings of the Executive Board.
- B. The President shall be available to fellow officers and the Regional Coordinator.
- C. The President shall organize and implement a Regional Project, which supports the International Phi Theta Kappa Honors Study Topic, in coordination with the Regional Coordinator.
- D. The President shall ensure that all duties and responsibilities of fellow officers are being carried out.
- E. The President shall assist the Regional Coordinator in the direction of all regional activities and projects.

### **Regional Vice-President (NC & SC) Duties**

- A. In the absence of the President, The North Carolina Vice-President shall call and preside over regional planning and business meetings in odd years. In the absence of the President, the South Carolina Vice-President shall call and preside over regional planning and business meetings in even years.
- B. The Vice-Presidents shall organize and implement a program to promote the Hallmark of Service and the International and Carolinas Region Service Project.
- C. The Vice-Presidents shall assist the President when called upon.
- D. The Vice-Presidents shall assist the Regional Coordinator with special projects as requested.
- E. The Vice-Presidents shall organize and coordinate regional debate teams when debates are scheduled at regional events.

### **Regional Secretary Duties**

- A. The Secretary shall record the proceedings of the Carolinas Regional meetings, and report these proceedings in the Regional Newsletter.
- B. The Secretary shall publish the regional newsletter, The Carolina Crier, four times per year, under the direction of the Regional Coordinator.
- C. The Secretary shall assist the President when called upon.
- D. The Secretary shall assist the Regional Coordinator with special projects as requested.