

## **Vice President Membership**

The Vice President Membership plans, organizes, and implements a continuous marketing effort which ensures the Club maintains or exceeds a charter membership level of 20. The Vice President Membership works with groups inside and outside of Toastmasters to promote Club membership and membership retention. In coordination with the Club Treasurer and Secretary, s/he is responsible for promptly submitting to World Headquarters the Club's semiannual membership report (including membership list and dues payment) by the appropriate deadlines. The Vice President Membership also provides for recognition of Toastmasters to contribute to the increase of membership in Toastmasters International, and s/he maintains an accurate membership roster and attendance records in conjunction with the Club Secretary. S/He also serves as chairman of the Club Membership Committee and is the third-ranking officer in the Club.