

Crew Leadership Positions

Youth Leaders

Crew President

- o Key youth leader
- o Works closely with the Advisor and leadership team to plan program
- o Presides at crew meetings and crew officers' meetings
- o Represents crew members through the Venturing Officers' Association

Vice President for Administration

- o Responsible for membership and recognition
- o Leads the recruiting effort for new crew members
- o Recognizes achievements by individual crew members
- o Assumes the responsibility of the crew president in his or her absence

Vice President for Program

- o Surveys members about their interests to help plan program activities
- o Arranges the program planning process, schedules activities, and maintains the Crew calendar
- o Provides support and accountability for the activity chairs

Secretary

- o Serves as the communications officer
- o Maintains crew membership and attendance records
- o Coordinates publicity
- o Takes meeting minutes
- o Handles correspondence

Treasurer

- o Serves as the financial officer
- o Maintains financial records
- o Monitors the crew budget
- o Collects and disburses crew funds

Activity Chair

- o Appointed by the crew president to chair a crew activity or project

o Serves through completion of his or her appointed task and is then reappointed to chair or assigned to work on upcoming crew activities