

COLORADO REGION SCCA
ASSISTANT REGIONAL EXECUTIVE

Job Description: This position is filled annually by vote of the Region Board of Directors. In the Regional Executives absence, or inability to perform, the Assistant Regional Executive shall perform the duties of the Regional Executive, and when so acting, shall have all the powers of and be subject to all restrictions upon the Regional Executive.

This includes performing the following functions:

GENERAL

- Chair the Bylaws Committee and convene the Committee as needed
- Chair the Membership Committee
- Assist the Regional Executive with public relations and community liaison
- Performs duties as assigned by the Regional Executive
- Performs duties as assigned by the Region's Board of Directors

QUALIFICATIONS: Must be a member in good standing of the Colorado Board of Directors.

This document may be revised at any time with a majority vote of the Colorado Board of Directors

Revisions:

First Draft November 12, 2012

Approved: January 8, 2013