**FBLA OFFICER POSITIONS**

**President-** The FBLA president will be a senior that will serve for a one-year term. The president’s primary duty will be to facilitate communication between the FBLA advisor and student members. The president will run meetings during lead time and be responsible for attending and helping organize most FBLA club activities. The president must have held an FBLA officer position prior to running for president.

**Vice President-** The vice president will be a junior or senior student serving a one-year term. Their primary duty will be to support the president and help run meetings during lead time. The vice president will attend all club meetings and be present at most FBLA club activities. The vice president must have held an FBLA officer or senator position prior to running for vice president.

**Community Service-** The community service officer is responsible for planning all community service activities for FBLA. The officer will plan a minimum of five community service activities per semester. The officer will be responsible for signing up students for each activity and communicating with out side organizations to set up events.

**Treasurer-** The treasurer will be responsible for counting FBLA café money each week and filling out deposit slips. The treasurer will also keep track of club and individual fundraising totals throughout the year. This officer should have an interest in accounting and money management.

**Social Chair/Social Media-** The social chair will be responsible for planning one social event each semester. The officer will sign students up for the event, organize the event, and attend the event. The officer will also be responsible for all social media posts on the SCHS FBLA accounts. This officer should have an outgoing personality and ability to see an event through from the idea stage to completion.

**Competition-** The competition officer will be responsible for educating FBLA members about different competition events both at the District and State level. The competition chair will work in coordination with the FBLA adviser and students to sign students up for each competition. The officer will keep a record of students signing up for events at the district and state level.

**Class Senator-** Each business class will have the opportunity to elect a class senator that will attend officer meetings and relay important information to class members. Senators are encouraged to run for officer positions in the future.

\*All officers are expected to attend weekly officer meetings every Wednesday morning at 7:25 in room 304. Officers are expected to set the example for other club members by being enthusiastic, involved, and dedicated representatives.