

MABAS (Mutual Aid Box Alarm System)-Illinois

Elected MABAS Committee / Executive Board Position Description

Position Title: 1 st Vice President	Effective Date: 8/15/2007	Revised: 10/21/2016
---	----------------------------------	----------------------------

Position Term: 3 years (See MABAS-IL Bylaws as adopted 2/24/16)

Duties and Responsibilities:

- Reports to the President and acts in their capacity when needed.
- Acts as functional liaison to the MABAS CEO in coordinating activities with the operations, logistics, plans and admin specialist where Board policies are involved. Does not supervise functional specialist areas. Acts only as Board liaison with them.
- Monitors committees, task groups, work groups as appointed by the President, and acts as liaison on Board policies with groups and committees.
- Accepts delegation as the President sees fit.
- Has signature authority on MABAS accounts and checks.
- Speaks on matters of MABAS policy with guidance from MABAS President.
- Comply and govern in accordance with spirit and intent of MABAS-IL Bylaws currently in effect.