

PRSSA Kent VP of Professional Relations Application

A.) Vice President of Professional Relations. The duties of the Vice President of Professional Relations shall include, but not be limited to: Attend any leadership seminars or caucus that may reflect on the betterment of the chapter; perform all duties of the Chapter President if the president is absent or unable to perform their duties; assist the President in coordinating and directing committee activities and chapter operations and perform such duties as may be delegated by the president; recommend to the Chapter President goals, objective, plans and programs for the benefit of the chapter. Schedule speakers for general meetings; coordinate meeting programs according to the desire of officers and members (example: speakers, workshops); Schedule general meeting rooms that fit 20-60 people bi-weekly on Tuesdays at 5:30 p.m (depending on chapter size); brainstorm meeting topics; review past meeting topics and compare; develop full programming schedule for each semester; coordinate the promotion of upcoming meetings; obtain speaker bio information and photo to share with Social Media Co-Chair to share on social media at least two weeks before speaking engagement; have gifts and thank you cards for all speakers; evaluate meetings, make adjustments as needed; network and make contacts with possible speakers; keep a file of contacts made throughout the year and place in a designated Google Drive folder. Maintain relationships between PRSA Cleveland and PRSA Akron; update officers and members on current PRSA events and encourage them to attend them; keep PRSSA informed of any PRSA activity; attend any PRSA meetings and functions; attend at least one PRSA Akron/Cleveland professional meeting each year.

NOTE: Any member interested in serving as the Vice President of Professional Relations must be a junior or a senior and must have previously taken or be currently enrolled in Public Relations Publications.

Class Standing: Freshman Sophomore Junior

Senior Major:_____Cumulative GPA: _____

Are you a dues-paid PRSSA member? YES / NO ***Note: You must be a member to run**

How long have you been an official member? _____

Have you read through the PRSSA Kent bylaws? YES / NO

Have you spoken with the person who currently holds the intended position? YES / NO

What skills, experience and knowledge could you contribute to PRSSA?

Why do you qualify for the position(s)?

If you've been involved in PRSSA activities in the past, please briefly highlight your contribution:

How much time can you devote each week to PRSSA activities during:

____/per week

I agree to and understand that by becoming a PRSSA Kent officer I am required to attend all executive board and general meetings. I also understand that being a PRSSA Kent officer does not mean that I am able to bypass the application process to be chosen to attend the PRSSA National Conference or any other PRSSA/PRSA events.

X _____(type name here for signature)