A. Assume the duties of the President in the absence of the President.

B. Chair the Membership Committee and direct efforts toward retention and expansion.

C. Conduct the Admission Program as delineated in the Chapter Bylaws.

D. Maintain the Member’s entries on the Chapter Website.

E. Greet guests to our chapter rehearsals, and enforce any current requirements for guest participation at our rehearsals. Provide each guest with a name-tag, a guest book, and a chorus buddy.

F. Introduce new guests to the director for voice placement.

G. Introduce new guests at each rehearsal.

H. Perform any duties that may be assigned by the President.