

## **QUILT GUILD BY THE SEA**

### **VICE PRESIDENT JOB DESCRIPTION**

**Updated January 2017**

- In the absence of the President assume those responsibilities.
- Co-ordinate dates for meeting programs and workshops with the various chairpersons of Programs, Quilts of Valor and Comfort quilts
- Confirm dates for the Guild activities with the Grace Community Church office. This can be done on a 6-month schedule