



KENTUCKY MASTER FARM HOMEMAKERS GUILD

POSITION DESCRIPTION – 2nd VICE PRESIDENT

QUALIFICATIONS: Must have served as a member of the judging team of the applicant(s) for the Kentucky Master Farm Homemakers Guild and be familiar with the membership selection process.

TERM OF OFFICE: 2nd Vice President shall serve for a term of three (3) years and shall not hold the same office for more than one consecutive term. The term of office will begin July 1 of the year of election.

SPECIFIC RESPONSIBILITIES:

- Serve as aide to the President.
- Attend all Kentucky MFHG business meetings, Executive Committee, MFHG Annual Spring Meeting, and special called meetings.
- Coordinate membership recruitment and selection.
- Work with the Guild Advisor to announce the call for nominations for membership, receive district nominee materials, coordinate district judging as needed, and send correspondence to candidates as required.
- In consultation with the President and the Advisor, convene a judging team, schedule home visits, and notify candidates of their status.
- Perform all other duties as may be assigned by the President
- Promote a close working relationship between the MFHG Board and the MFHG membership.

MENTOR: MFHG President and University of Kentucky MFHG Advisor