

V P Publicity Toledo APICS

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All positions of the Board of Directors for the Toledo chapter of APICS are voluntary. While they are somewhat demanding at times, the association is very rewarding. No board member is expected to operate in isolation and has the full support of the board.

The V P Publicity is responsible for creation and distribution of the monthly chapter newsletter. Also, critical is to be the disseminator of information to the media within the chapter radius. This position is key to communicating the activities and basic purpose of APICS and the Toledo chapter to the members and public.

The following is a list of duties that the chapter wishes be performed by this position:

- Create each monthly chapter newsletter.
- Distribute newsletter to membership and web master.
- Oversee the web site.
- Place ads in newspaper, radio, etc.
- Communicate news events to area media.
- Create mailings, pamphlets, etc. with assistance from the board.
- Attend one or more region conferences each year.

Requirements for this position:

- Must be a member of the Toledo chapter.
- Attend at least two board meetings prior to accepting V P position.
- Have a PC available.