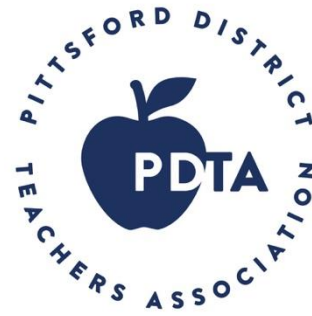


PDTA Executive Vice-President



Qualities:

- Trustworthy
- Confidential
- Responsible
- Professional
- Reliable/dependable
- Problem solver
- Friendly
- Organized
- Good listener
- Hard working/can get “stuff” accomplished
- Respected by various stakeholders
- Knowledgeable about the benefits of union membership, and is willing to speak to others about our union
- Committed - aligned with the purpose and direction of the union

Responsibilities:

- Assume all duties of the President in the absence of the President
- Attend all meetings of the Executive Committee and Representative Assembly. Reports out at each Representative Assembly meeting.
- Collect and prepare proposed constitutional amendments for presentation to the Representative Assembly
- PDTA's representative to the Board of Education and Budget Review meetings:
 - Shall provide notes of all BOE meetings
 - Shall send to PDTA office all personnel reports, enrollment reports and other materials from BOE meetings
 - Works with PTSA to get out the vote during budget season
- PTSA liaison and attend at least two meetings of District PTSA a year
- Conduct the annual PTSA membership drive including attending the Benefits Fair
- Serve on District Planning Team
- Serve on the APPR large/small Committees
- Serve on Board of Education Interview Committee
- Serve on the PCSD Advocacy Team

- Help administer PDTA Student Benefit Fund and District Student Opportunity Fund.
- Authorized as the third signatory on local checks if either the President or Treasurer's signature is not available
- Responsible for such other activities as assigned by the President and Executive Committee
- Write regular *Speak Out* articles

Training and support systems:

- Local PDTA training – over the summer
- Regional NYSUT training – one to two days in late August
- Negotiations conference – once yearly in Rochester
- NYSUT Leadership Institute
- Former Vice Presidents
- Executive Committee
- Representative Assembly
- PDTA President and other Officers

Compensation:

- [Click for current list of stipends](#)