



5.1 Chair: The Chair shall have over-all responsibility for the affairs of Rabun County Democrats and shall be the official spokesperson for the organization subject to the provisions of the State Charter and these Bylaws and to such directives as may be given from time to time by the County and Executive Committees. The Chair shall be the head of the County Committee and will preside at Rabun County Democrats and County Committee meetings. The Chair shall have the specific responsibility to formulate each year, with the Executive Committee, a Strategic Plan and a Budget Plan for that year including a Fund Raising Plan, and to present these plans for approval to the County Committee. The Chair will also have the specific responsibility to compile the annual report, consisting of minutes provided by the Secretary and annual financial report provided by the Treasurer, to be delivered to the State Party each year as required for County Democratic Certification.

2A There shall be **five Vice-Chairs** with the titles and responsibilities as outlined below.

2B **The First Vice-Chair** shall assume the duties of the Chair when he/she is not available. The First Vice-Chair shall oversee all fund-raising activities and head the Ad Hoc Subcommittee on Finances, which shall include the Treasurer and at least two other members.

2C **The Second-Vice Chair** shall be responsible for outreach to the community and causes. These responsibilities shall include canvassing, recruiting candidates for elective public office, recruiting poll watchers, voter registration and contact, phone banking, campaign materials, GOTV, etc. The Second Vice-Chair also shall head the Ad Hoc Subcommittee on Outreach and Causes, which includes coordinating activities with the District 9 Democratic Party Officers and County Chairs throughout District 9.

2D **The Third Vice-Chair** shall be responsible, first, to work with the committee's Secretary in keeping records of the Rabun County Democrats, including through the development of a digital archive; second, for recruiting new members and keeping an updated list, with contact information of all members; and, third, for heading the Ad Hoc Subcommittee on Membership Recruitment.

2E **The Fourth Vice-Chair shall be responsible for internal and external communications**, including newsletters, fliers, newspaper ads, policy statements, email notices to members, websites, billboards or signs, phone chains, twitter accounts, Facebook, press releases, letters to the editor, etc. This Vice-Chair shall head the Ad Hoc Subcommittee on Communications.

2F **The Fifth Vice-Chair shall be responsible for the nurture of members of the Rabun County Democrats.** This Vice-Chair shall head the Ad Hoc Subcommittee on Membership Nurture, which shall strive to keep members active in party affairs and positive in their interaction with each other.