

WSCA Vice President – Post Secondary

Term of Office

Vice Presidents and Vice President-Elects shall be elected at large. A person elected to a position of Vice President shall be employed as a counselor at their level (elementary, middle, secondary, post secondary). The Vice Presidents shall be elected for a two-year term, one year as Vice President-Elect and one year as Vice President.

Role Description

1. Develop a plan of action and budget request to be submitted to the Governing Board.
2. Submit a written annual report of the activities and recommendations to the Governing Board.
3. Activate and increase awareness of resources (such as legislation, position paper, etc.) to meet the needs of counselors in various levels.
4. Communicate to the President level needs/financial requests.
5. Communicate through Counselink 4 times a year with counselors at their level.
6. Be responsible for the implementation of level “Swap Shops” at conference.
7. Attend awards reception at conference.
8. Attend President’s brunch at conference.
9. Recruit sectional presenters and host sectionals at conference.
10. Be visible and available to all level members at WSCA and ASCA.
11. Assist with the annual WSCA Leadership Development Institute in August.
12. Complete duties that may be assigned or directed by the President.
13. Be responsible for face-to-face transitional meeting with Vice President-Elect to discuss binders, file box, etc.
14. Come prepared to all board meetings.
15. Provide leadership and coordination for the Research Committee.
16. Provide support to WSCA members on ways to use research and data as evidence of the impact of school counseling activities.
17. Encourage and assist counselors in conducting research.
18. Promote collaborative research by school counselors, teachers, administrators, and university faculties.
19. Recognize counselors who are involved in research activities.
20. Provide leadership and coordination for the Ethics Committee and WSCA general membership.
21. Fulfill duties as stated in Article II, Section 6 (a) of the WSCA By-Laws.
22. Review the Code of Ethics annually and make recommendation concerning revisions to the Governing Board.

23. Publish the WSCA Code of Ethics in their entirety annually and/or at the discretion of the Governing Board.
24. Identify and recruit individuals to run for Vice President of Post-Secondary Education.
25. Serve as a communication channel to higher education professionals regarding WSCA-related news and issues.

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