

Second Vice President and National Convention descriptions from the C&BL

Second Vice President

1. The Second Vice President shall be responsible for the coordination of the National Convention location/host selection system and shall manage subsequent communication between the Executive Board and the National Convention Chairmen.
2. The Second Vice President shall serve as the liaison for Executive Board coordination with the National Convention Steering Committee and the National Contest Committee.
3. The Second Vice President shall preside in the absence of the President and the First Vice President.

National Conventions

1. A National Convention shall be held every year, unless deemed impossible by the Executive Board.
2. The National Convention shall be conducted in compliance with the National Convention Operating Parameters maintained by the National Convention Steering Committee (herein referred to as the NCSC) and approved by the Executive Board.
3. The National Convention Operating Parameters shall be available to the Membership via a link on the IPMS/USA website.
4. The procedure for selecting a location/host chapter for the National Convention will be maintained by the NCSC and approved by the Executive Board and will be communicated by the Second Vice President to the Membership.
5. The Executive Board shall, in closed session, choose convention sites from proposals submitted by the Membership, and make the appropriate announcements.
6. If no chapter or regional group submits a viable proposal to host a National Convention for any given year, the Second Vice President will work with the National Convention Steering Committee to provide for a viable Convention at a site of their choosing.
8. A National Model Contest will be conducted by the National Contest Committee (herein referred to as the NCC) with support from the host chapter(s) at each convention with appropriate judges, and trophies provided through the Host Chapter and paid for out of the convention proceeds.
9. The National Convention and Contest shall be conducted under strict compliance with the Purpose and Objectives of IPMS/USA outlined in Article II of the Constitution, the National Convention Operating Parameters and the National Contest Rules and Categories, all of which are provided to the host Convention Operating Committee by the National Executive Board.

10. The National Contest Operating Parameters and the National Contest Rules and Categories shall be available for review by the Membership via a link on the IPMS/USA website.

Practical Talk

1. The duties of the Second Vice President are a bit sparse as directly outlined in the CB&L. In practical application the 2VP is responsible for almost every aspect of the biggest event on the IPMS calendar-The National Convention and National Contest.

2. It is essential that the 2VP has an in-depth knowledge of both the convention and the contest. The convention rotates to a new and generally untested team every year. Providing the current host chapter with information, oversight, and mentoring is key to a successful convention.

-A four-day convention for over 1,000 people with a different host each year is a challenge with a great many moving parts. Over \$100,000 will flow through the IPMS treasury in the course of the planning and execution of each convention. Missed opportunities or poor decisions can cost the society thousands of dollars.

(Eventually we will get better documentation and stand up an NCSC, but currently the 2VP is the primary source of information for the host chapter)

2. The 2VP is actually working multiple conventions at any one time. The current convention, next year's convention that has already been bid, and assisting chapters looking to bid for future conventions.

3. Interfaces with the treasurer for all convention related finance. As stated above there is a large amount of money connected with the connection. Since National controls the purse, all contracts are executed at the National level. The host chapter arranges to rent tables, but the contract must be reviewed and signed by a combination of the treasurer and 2VP.

4. Interfaces with National Contest Committee (NCC) for the conduct and management of the National Contest. It is important that the 2VP takes an active roll in the NCC. The National Contest is a very important and visible part of the convention. In the past the 2VP has let the NCC run itself, but because of recent problems at the National Contest the 2VP has taken a more active role. IPMS is leveraging the contest publications and registrations system of the National Contest to improve IPMS contests nationwide. This is a big effort that will pay great dividends.

5. 2VP is one of the busiest E Board positions. Maintaining oversight over the ever growing and more technologically sophisticated National Convention takes a fair amount of time. As the tools of the convention become, more sophisticated and expensive, they are being centralized at the national level. Maintaining local control with the host chapter while centralizing convention tools will continue to challenge the 2VP's management and leadership skills.