

## **The Role of the Vice Chairperson**

1. Deputise for Chairperson when necessary.
2. Assist Chairperson to organise committee meetings.
3. Publicise and promote the philosophy and organisation aims of ASCN UK nationally.
4. Prepare publicity material for consultation with the other Honorary Officers.
5. Initiate and support working parties and research projects within ASCN UK on a national basis.
6. Act as ambassador for the organisation and promote ASCN UK nationally and internationally.
7. Participate in national initiatives/projects to represent the stoma care speciality thereby providing an informed clinical voice on behalf of ostomates nationally.
8. Work with the other Honorary Officers in organising the Annual National Conference.
9. Responsible for liaising with conference organisers in planning exhibition for National Conference.
10. Endeavour to progressively move the organisation forward to meet the needs of the UK members, national trends and policies in Stoma Care.
11. Contribute to pre-election meeting with applicants for pending committee positions.
12. Chairperson must be informed in advance of unavailability (eg holidays).
13. Promptly respond to e-mails, CC in all committee where required.
14. Ensure that all decisions are made in alignment with the current ASCN UK Constitution