**Vice President Certifications**

**Description of position:**

This role is responsible for promoting and delivering certification, and establishing chapter educational program in accordance with chapter policies and bylaws.

The term of The Vice President, Certifications is two (2) years in length and elected in even numbered years

**Requirements for Position**

* Must have previously held a Director position within the PMI governance structure or equivalent experience.
* Demonstrated ability to provide vision and motivate teams towards execution of NCPMI corporate objectives.
* Values membership input and works to uphold excellent customer relations.
* Ability to negotiate conflict and interpersonal dynamics to promote unity and realization of corporate objectives in support and alignment of the mission and objectives of the chapter per Article X, of the Chapter By Laws.

The duties and responsibilities shall include, but not be limited to:

* Comply with specifics for the role as written in an Article V, Section 11 of the Chapter By Laws.

The Vice President shall be responsible for the development and coordination of courses to prepare members for any of the PMI® certification exams (ie. PMP, PgMP, CAPM, etc). This officer is also responsible for providing information to members about PMI® certification / re-certification.

It will be incumbent upon the Vice President to appropriately staff their function to accomplish the specific operational and strategic objectives for their term.

* Establish a communications strategy and appropriate plans, policies and

procedures to execute the strategy within the tenure of the position.

* Work with team to manage course material (whether outsourced or

internally taught).

* Coordinate location and instructors for each course.
* Ensure chapter representation at each course.