

Diocesan SOYO Vice President Duties

***“I can do all things through Him who gives me strength.”
(Phil 4:13)***

Above all, make sure God is the center of everything you do as Vice President – your job is to work for the glory of God. You are a leader of your Diocesan SOYO. Lead by example, because whether you realize it or not, the other teens look up to you, respect you, and watch every move you make; which is why they elected you. It is essential that you act in an Orthodox Christian manner at all times, and serve as a leader and friend to all teens.

General Duties

- Be in good standing and communion with the Orthodox Christian Church
 - Be actively involved in the church, its services, and its functions and activities
- Submit a written report following the delegates and parish Life Conference to:
 - NAC President
 - Chairman of the Department of Youth Ministry
 - NAC Teen SOYO Spiritual Advisor
- Pray for chapters in Diocesan SOYO and all the SOYO members, priests, and members of the Archdiocese
- Provide positive leadership and stimulate spiritual growth
- Be F.A.T.: Flexible, Available, and Teachable for Christ and His ministry
- Pay attention at all meetings and add positive and constructive input
 - Never put other people and their ideas down, even if you do not agree with them
- Listen to everybody (SOYO members, priests, lay advisors, etc.) A lot of people have great ideas, so always listen to them!
 - Encourage respectful expression of individual ideas
- Stay in close contact with
 - Diocesan Bishop, NAC President, chairman of Dept. of Youth Ministry, and NAC Spiritual Advisor, and other executive board members
 - The other Diocesan Officers, Spiritual Advisor, and Youth director
 - Chapter SOYO Presidents in your Diocese
 - Diocesan Priests (include in diocesan e-mail distribution lists)
- Assist other officers with anything they may need
- Make yourself easily available for questions to the local Teen SOYO chapters
- Put contact information on everything! (e-mails, letters, etc.)
- Attend all meetings, church services, and activities at Diocesan and NAC events
 - Attend NAC Leadership Training
 - Help to keep the pace of the meetings up tempo
- Adhere to all deadlines

- Provide opportunities for the group and individual involvement
- Be organized
- Enforce all rules and regulations

Specific Duties

- Help and assists the President, Youth director, and Spiritual Advisor, with whatever they need help in
- Head up nominating committee
- Oversee all diocesan committees and provide support and guidance to each committee chairperson
 - Keep in close contact with the committee chairs – make sure they are successfully doing their jobs
- Help with email newsletters, phone calls, and updating website
- Stay in close contact with fellow officers, Spiritual Advisor, and youth director
- Preside over meetings in the absence of the President
- Act in absence of the President and will perform such duties as delegated by the President, such as executing decisions made by SOYO, maintaining and promoting the goals of SOYO
- Reside as an *ex officio* member of all committees, corresponding between committee meetings and general meetings
- Be at the President's disposal to do whatever they may need (make phone calls, send letters, send e-mails, etc . . .).