

### **10.7.2. House/Division Chairs and Chair Elect of the PBG**

The House/Division Chairs of the PBG will be elected for a two-year term (alternating years Tampa/Ormond and Pompano/Montgomery) by the members of each House/Division and will serve at the direction of the Chair of the PBG. The Chair Elect will be elected from a member of the House/Division Chairs and will assume the duties of the Chair of the PBG if the Chair of the PBG is unable to fulfill his or her duties.

#### **Responsibilities:**

1. Chair-Elect will serve as Chair in the absence of the Chair.
2. Assist with the development of the annual calendar.
3. Assist with the development of the annual Plan of Work.
4. Assist with the development of the annual budget.
5. Assist the Chair with follow through on all items voted on by members.
6. Chair Elect will assume the duties of the Chair beginning July 1 following the 2 year term of the Chair.