

# SEA CHAPTER ROLES

**From president to alternate councilor, each position in your chapter serves an important purpose at both the chapter level and in the union at large. Here's a bit about chapter roles:**

**Chapter President:** Presides over chapter meetings and affairs of the chapter. Recommends appointments of stewards to Union President. Chapter presidents also represent members at council meetings and conventions.

**Chapter Vice President:** Fills in for the president in the event of illness or incapacitation. Assumes the duties of the Treasurer in the absence or disability of the Treasurer.

**Chapter Treasurer:** Responsible for the chapter's financial record keeping.

**Chapter Secretary:** Keeps the records of all official proceedings.

**Chapter Councilor:** Represents chapter members at council meetings and the convention. Elected by the chapter members at a ratio of one councilor for every 20 members. Councilors are vital to representing the interests and concerns of chapter members within their chapter and the union as a whole. They also bring information back to members in their worksites from both the chapter and the larger union.

**Alternate Councilor:** Represents chapter members at council meetings and the convention when a Councilor is unavailable.

**More information regarding leadership roles and responsibilities can be found on the SEA Web site under the tab "Your Chapter" Then click on the link "Chapter Leadership Guide."**

