Second Vice-President

# The Second Vice-President shall:

1. Serve in the absence of, or at the request of, the President or the First Vice-President. During such a period, the Second Vice-President shall have all the powers of and be subject to all the restrictions of the President.
2. Work with the officers and committee chairpersons to ensure that the BIG NIH Chapter’s administrative procedures and practices are in accordance with the goals and objectives of the BIG NIH Chapter.
3. Coordinate the BIG NIH Chapter’s efforts to monitor and track legislative matters as it relates to NIH employees.
4. Serve as an ex-officio member of the Communications and Public Relations Committee, Membership Committee and Research Committee.
5. Serve as a voting member of the Executive Committee.