

Pinellas County Council Officer Responsibilities

The president shall:

- a. Preside at all meetings of the PCCPTA, executive committee, and board of directors;
- b. Serve as ex-officio member of all committees except the nominating committee;
- c. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the board of directors, or executive committee;

The five vice presidents shall:

- a. Act as aide to the president and shall perform such duties as may be assigned to him/her by the president;
- b. Perform, in their designated order, the duties of the president in the president's absence or inability to serve;
- c. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the president, the board of directors, or the executive committee.
- d. Be designated as vice president of leadership, vice president of education, vice president of advocacy, vice president of communications, and vice president of organization.

The secretary shall:

- a. Keep an accurate account of all meetings of this organization, of the board of directors and the executive committee;
- b. Perform such other correspondence and duties as may be provided for by the president, the board of directors, or the executive committee.

The treasurer shall:

- a. Render a written statement of accounts at all meetings of the board of directors and of the executive committee and at other times when requested to do so by the president;
- b. Ensure the account is audited annually and approved by general membership.
- c. Perform such other duties as may be provided for by these bylaws, prescribed by parliamentary authority, or directed by the president, the board of directors or the executive committee;
- d. Provide advice on financial matters;
- e. Countersign checks;
- f. Inspect the monthly financial statements.

LETTER OF INTENT

Name _____

Address _____

City _____ State _____ Zip _____

Telephone: Home _____ Cell _____

Email _____

I wish to be considered for the following positions (all are for a 1 year term). If you select multiple positions, rank them in order of preference.

- _____ President
- _____ Vice President of Leadership
- _____ Vice President of Education
- _____ Vice President of Advocacy
- _____ Vice President of Communications
- _____ Vice President of Organization
- _____ Treasurer
- _____ Secretary

I wish to be considered for appointment as the following committee chair(s) and or/serve on one or more committees:

- _____ Awards
- _____ Banquet
- _____ Diversity
- _____ Health & Safety
- _____ Historian
- _____ Insurance
- _____ Legislative
- _____ Male Engagement
- _____ Media Coordinator
- _____ Membership
- _____ Programs
- _____ Reflections
- _____ Student Involvement

SIGNATURE OF AGREEMENT AND SUBMISSION FORM

Pinellas County Council



everychild.one voice.

PTA Vision

Every child's potential is a reality.

PTA Mission

To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

The Purposes of the PTA

- To promote the welfare of children and youth in home, school, community, and place of worship.
- To raise the standards of home life.
- To secure adequate laws for the care and protection of children and youth.
- To bring into closer relation the home and the school, so that parents and teachers may cooperate intelligently in the education of children and youth.
- To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

Signature of Agreement. Your signature acknowledges that you have reviewed and agree with PTA's vision, mission, and purposes and you are currently a PTA member.

- I have read and understand the job description for the position to which I am applying.

I am a member of (local unit name)	PTA/PTSA Unit #	
City	State	
Signature	Date Signed	

RESUME/BIO

Name

Address

Address

Telephone Numbers

Email Address

PERSONAL AND PROFESSIONAL INFORMATION

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-

PTA INVOLVEMENT

Current service includes:

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-
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Previous service includes:

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COMMUNITY INVOLVEMENT

Current service includes:

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-
-

Previous service includes:

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Honors and Awards (Optional)