

Woapalanne Chapter Officers Description of Duties

- Chapter Chief
 - Lead Chapter meetings and activities.
 - Work with Adviser and DE to attain goals
 - Preside over CEC to guide the Chapters direction
 - Become familiar with requirements for Quality Chapter
 - Attend Lodge Events (LECs, training, annual events, etc.)
 - Appoint VCs to attend in the event of your absence at Lodge and Chapter events.
 - Actively Participant in a Section, Region or National OA event
 - Encourage others to attend Chapter, Lodge and other OA events
 - Be knowledgeable of and promote the mission the Order of the Arrow
 - Communicates with Staff and Chapter.... often.
 - Wear Uniform correctly.

- Chapter Vice Chief - Service (*Witahemui*)
 - Know the duties and responsibilities of the Chapter Chief.
 - In the event of his absence, Lead Chapter meetings and activities
 - Support the Chapter Chief in his duties, vision and goals for the Chapter.
 - Participate in a Section, Region or National OA event.
 - Be familiar with, promote and encourage attendance of OA service projects.
 - Attend Lodge Events (LECs, training, annual events, etc.)
 - Communicate with the VCs and assist them at their responsibilities
 - Wear Uniform correctly.

- Vice Chief of Elections — Brotherhood (*Wimachhtendienk*)
 - Lead the Chapters unit elections
 - Works with Adviser on election team assignments.
 - Encourage advancement of Ordeal members to Brotherhood.
 - Assume Vice Chiefs responsibilities in his absences
 - Attend Lodge Events (LECs, training, annual events, etc.)
 - Oversee and promote LLD and the training of Elangomats
 - Wear Uniform correctly.

- Vice Chief of Ceremony — Cheerful (*Wingolauchsik*)
 - Lead the Ceremony team(s) assignments and training.
 - With Adviser assistance, inventory and care of the regalia.
 - Encourage Ordeals to join and learn the path to brotherhood
 - Promote district events for team (demonstration, crossovers, etc.)
 - Attend Lodge Events (LECs, training, annual events, etc.)
 - Works with Advisers at assisting in games, activities and events
 - Promite Conclave and NOAC
 - Wear Uniform correctly.

- Vice Chief of Administration — (*Lekhiket*)
 - Records minutes and attendance of meetings
 - Records and photographs Chapter events
 - With Adviser assistance, tracks membership numbers
 - Is aware of deadlines, Lodge meetings and events
 - Attend Lodge Events (LECs, training, annual events, etc.)
 - Responsible for facebook page and website.
 - Wear Uniform correctly.