

Presidential Duties

The general goal of the president should be to assist the sponsor in any way possible. This includes taking on individual projects as well as delegation to other officers. He or she will be the representative for the entire department. They must be a strong dedicated leader in everything they do, both inside and outside of the school.

1. Grades

- a. The President must maintain an overall GPA of 2.5 for EVERY grading period throughout the year.
 - i. Should the GPA dip below 2.5 for any grading period the President will be put on probation for next 9 weeks. If the GPA is not brought to above 2.5 after the next grading period the position will be forfeited and the sponsor will appoint a new President.

2. Leadership

- a. All officers must be enrolled in a minimum of ONE theatre class BOTH semesters.
- b. All officers must be present for every drama club and officer meeting; on time and prepared with full knowledge of agenda and prepared to answer questions.
- c. All officers must conduct themselves in a manner that represents not only GSHS, but also our Drama Department; being polite, respectful and responsible young adults.
- d. All officers must keep the sponsor and booster club updated on all projects and happenings in their position.
- e. All officers are responsible for bringing new ideas to the program.
- f. Whether or not you audition, it is mandatory that all officers participate in each production. That can be on the tech crew, set construction, house managing, costumes, props, publicity, etc. Each officer MUST be a part of EVERY show we produce. This is not an option.
- g. There must be at least one officer at each booster club meeting.

3. Officer Delegation

- a. The President must oversee ALL projects, growth and production of all other officers. This goes for everything from keeping them updated on new policies to making sure they are doing their job efficiently, to building their leadership skills so that they too can lead the department to success.
- b. It is the job of the president to be on top of ALL projects, fundraisers etc that are going on within the department. If these jobs are not being done in a timely manner it is the Presidents job to step in and get it done. Even if it is not listed as “your” job, it will become “your” job. Leadership starts at the top!!!
- c. Any new projects or policies that the president feels should be in officer’s leadership duties must be cleared with the sponsor.

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4. Inductions

- a. The president is in charge of all matters concerning Inductions. Once the secretary has completed the point tally, the president is in charge of double checking the results to verify they are correct.
- b. The President must then determine who will be invited to the banquet. Inductees have 3 days to RSVP. Anybody who does not respond within that time period, eligible to be inducted or not, will not be guaranteed a spot at the banquet.
- c. For the banquet, he or she must coordinate with the catering company, talk with the booster club or other sponsors about decorations, reserve a location for the event, and plan the banquet.
- d. For officer elections, he or she must make these packets available to anybody interested in becoming an officer. They will have a week and a half to make their decision and become a part of the ballot. Officer positions will be decided two weeks before the banquet with the new appointees announced at the banquet.
- e. All drama club students must have been a previous officer to run for the office of president or vice president.

5. Productions

- a. Whether or not you audition, it is mandatory that all officers participate in the play. They can be on the tech crew, set construction, house managing, costumes, props, publicity, etc. This is not an option.

6. Consequences

- a. Any officer failing to comply with any of the above is subject to consequences, which may include loss of position and title.
- b. In the event that an officer loses their position, the sponsor for the remainder of the year will appoint a replacement.

7. Other duties

- a. The President could be in charge of 2 to 3 other events sponsored by the department. These events will be announced and assigned at a later date