

## Vice President (Public Outreach and Visibility) Position Description

The functions, duties, responsibilities, and qualifications of the Society on Social Implications of Technology (SSIT) Vice President (Public Outreach and Visibility) are as follows:

### Functions

1. Oversee all aspects of SSIT Public Outreach and Visibility
2. Chair the SSIT Public Outreach and Visibility Committee.

### Duties and Responsibilities

1. Establish, implement, and monitor plans to improve SSIT visibility within and external to IEEE.
2. Ensure that SSIT website and Wikipedia page are up to date.
3. Establish, implement, and monitor plans to improve SSIT presence on relevant media channels.
4. Ensure that SSIT brand is well-protected.
- 5.
6. Facilitate transfer of duties, responsibilities, and ongoing business activities to incoming post-holder in a timely manner.

### Qualifications

The qualifications for the SSIT Vice President (Public Outreach and Visibility) include the following:

1. Must be of IEEE Member grade or higher.
2. Must be a member of SSIT.
3. Must have served the SSIT in a role such as: member of Board of Governors, member of Public Outreach and Visibility Committee, Membership Committee, Technical Activities Committee or as a member of Technical Program Committee of SSIT Conferences.
4. Possess excellent working relationships within and external to SSIT.

### Term of Office

1. The term of the Vice President (Public Outreach and Visibility) is one year, renewable annually.

### Time Commitment

1. Up to ten hours a month.