

Local Party Organization Leadership Role Descriptions

In this document, we have outlined the three roles that are designated by the RCW: Chair, Vice Chair and State Committee Members. LPOs may have additional roles on their executive boards that are defined by their own bylaws. Those roles include secretary, treasurer, etc.

- **Chair**

- A Local Party Organization Chair is responsible for leading the organization for a two year term, calling meetings of members and PCOs, running the executive board, and attending chair's organization meetings.
- During a state convention year (even years), an LD Chair is responsible for being the LD delegation chair and leading their delegation through the convention process. As chair, they will also be considered an automatic state delegate.
- Chairs are responsible for being the point of contact for State Party communication and reporting.

- **Vice Chair**

- An LPO Vice Chair is responsible for helping the Chair of the LPO complete their duties, as well as serve as a backup Chair in the event that the Chair cannot make a meeting or event.
- While a Vice Chair may not have very many outright responsibilities, they work closely with the Chair to make sure the LPO is running smoothly.

- **State Committee Member (x2)**

- State Committee Members serve a two year term, and are responsible for attending state committee meetings three times a year across the state. These meetings occur sometime in January/February, April/May and September of each calendar year.
- The two State Committee Members from the same district or county, must be of differing genders, to the extent practicable.

- At state committee meetings, they will be responsible for representing their district/county, by voting on resolutions, rules amendments, executive committee members, and officers for the state party.
- State committee members are also assigned a committee to serve on within the state central committee. These committees are:
 - Advocacy
 - Affirmative Action
 - Finance
 - Elections
 - Resolutions
 - Rules and Bylaws
 - There is also the possibility for chartered committees as per the State Party Chair's request as well as Ad-Hoc Committees for special circumstances.
- The State Party chair is responsible for appointing state committee members to these committees. Each Committee's work product is determined by a combination of the chartered role of the committee in the WSD Bylaws, the needs of the current cycle and the Co-Chairs of that Committee. Some committees will meet a few times a year, and others will meet more frequently depending on what business is being taken up. Meetings are usually in the evenings, or on the weekends for easy accessibility.