

Vice President for External Awards

The Vice President for External Awards is an appointed position by the Chapter President. He/she is the primary person responsible for representing the Chapter at all local military unit Quarterly and Annual Award functions. Additionally, they are responsible for the Operational Excellence Award given at the State Convention and Awards Dinner.

Responsibilities include:

- Act as primary liaison and Chapter representative to all local military organizations for their award functions
- Provide award winner information to the VP for Membership for complimentary AFA memberships
- Present Chapter awards to the award winners at the functions
- maintain a list of all award winners from each military organization for the year.
 - Provide award winners information to VP for Communications for inclusion in the Chapter newsletter
- Act as lead for the Operational Excellence Award
 - Work with Air Force Space Command for nominees
 - Convene operational Excellence Award selection Committee
 - Arrange and acquire trophies for the winners
 - Present the awards at the State AFA Convention and Awards Dinner

- Maintain a Continuity Folder of how this job is performed. This will assist the successor in learning this job