



National Council of Corvette Clubs, Inc.

Incorporated 1960

Job Description



1st VICE PRESIDENT - COMPETITION (elected at the Nov meeting in ODD years, term of office covers a two year period 2004-2005; 2006-2007 etc.)

The Vice President of Competition shall have general responsibility for all matters relating to the NCCC Competition Program. The Vice President shall represent NCCC in a professional manner at all functions. The duties shall include those listed below.

COMPETITION COMMITTEE

1. Prepare for Committee Meetings and mail an agenda for each meeting.
2. Attend National Governors' Meeting and conduct Competition Committee Meeting. Provide guidance to committee with input of own opinions.
3. Preside over the Competition Committee Meeting and ensure that all matters are handled. Cast vote in case of ties on matters before the Committee.
4. Research and resolve all clarifications presented to the Committee. Handle all protests that reach the Competition Committee level.
5. Present Committee Meeting results to Executive Board and Board of Governors. Provide Minutes of Committee Meeting to RCDs and NCCC Secretary.

NCCC RULEBOOK

1. Responsible for integrity of Rulebook.
2. Responsible for the preparation of new Rulebook.
3. Responsible for the correction and publication of the new Rulebooks.

CHAMPIONSHIP POINTS

1. Responsible for monitoring paperwork accuracy and timeliness per Rulebook (Sanction requests, flyers, results and logging in/filing of same).
2. Check all event results for accuracy and report corrections back to the RCDs.
3. Coordinate with and mail all event results to computer service.
4. Report all point standings to the Competition Committee.
5. Do year-end reconciliation of National Points Standings with RCDs and competitors.

DRAG RECORDS

1. Coordinate schedule of Drag Record events in accordance with the Rulebook.
2. Maintain current list of Drag Records, retire old records and establish new standards.
3. Administer the patch and certificate program for record holders.
4. Verify Teardown data on Record setting cars.

NCCC CONVENTION

1. Preparation for Convention (answers Host Club's questions, prepare Award presentation).
2. Responsible for seeing that all traveling awards reach Convention. (Top Eliminator, Overall Competitor).
3. Provide support to Host Club in Tech Inspection and competition matters.
4. Responsible for handling protests and/or appeals that may arise.

5. Be available at events to provide assistance.
6. Work the Timing Tower at Drag Event -- assist in setting correct dial-in times, etc.
7. Present prior year's National Awards at Banquet.

BLUE BARS

1. Provide a Competition Report (article) to the Editor for each issue.
2. Update Drag Records for each magazine.
3. Provide final National Points Standings each year (Top 15 Clubs, men and ladies).

NATIONAL AWARDS

1. Responsible for obtaining National Awards for top 15 Clubs, men and ladies.
2. Responsible for obtaining jacket patches for top 15 Clubs, men and ladies.

REGIONAL AWARDS

1. Responsible for coordinating all Regional requirements for NCCC jacket patches.
2. Responsible for obtaining Regional jacket patches for all Regional requirements.
3. Responsible for fee collection for extra Regional patches.
4. Responsible for determining Regional Award Rebate.

TELEPHONE CALLS AND LETTERS

1. Answer telephone calls, research necessary answers and make required calls.
2. Answer all correspondence, research necessary data and report important items to RCDs.
3. Respond to Clubs or members on Competition items on returned NCCC questionnaires.