

## International Vice President

**Supervisor:** International President

**Department:** International Council

**Date Created or Revised:** October 2025

Do you have a vision of how Gamma Phi Beta can change thousands of women's lives and influence women's advancement in our world? Do you desire to be a generative leader who can help the Sorority grow and become stronger?

Gamma Phi Beta is a sorority committed to building confident women of character who celebrate sisterhood and make a difference in the world around us. Not only are we committed to the growth and development of the collegiate and alumnae members we serve, but we are also committed to providing development for our volunteer leaders dedicated to inspiring the highest type of womanhood.

Gamma Phi Beta seeks six strategy-driven and collaborative International Vice Presidents. You'll be able to participate in leadership; belonging, equity, diversity and inclusion (BEDI); communication; and strategic decision-making development and training. Within Gamma Phi Beta, you will have opportunities to develop and utilize skills across our **member competencies** and cultivate meaningful relationships.

### About the Role

As an International Vice President, you will serve as a member of International Council (IC), Gamma Phi Beta's governing board that provides the direction and leadership that drives the overall achievement of the vision, philosophies and strategies of the Sorority. This role offers the opportunity to be an ambassador of Gamma Phi Beta and model our **Core Values**. You will foster strong relationships with the International President (IP), other IC members, the chief executive officer (CEO) and members of Gamma Phi Beta.

Slating IC is guided by the goal of assembling the strongest possible team to steward the Sorority and meet its evolving strategic needs. Emphasis is placed on ensuring continuity of leadership through thoughtful succession planning, while balancing the competencies, skills and experiences needed for effective governance. This intentional approach ensures IC can lead with cohesion, foresight and the capacity to adapt and grow in alignment with the Sorority's long-term vision.

### Time Commitment

We strive to structure volunteer opportunities that allow our members to balance their time in their volunteer leadership position. This position requires a minimum of 10 hours a week, primarily in evenings and on weekends; however, there needs to be some flexibility to meet during normal working hours (Monday to Friday between 9 a.m. to 5 p.m. MT). Travel is estimated to be 10-20 days per year, including some weekdays. Additional hours and travel are necessary for specific committee/board positions. International Council members are expected to monitor email and reply to messages within 48 hours of receipt.

This chart includes an estimated but not exhaustive overview of time requirements.

IC Retreat (in-person) ☒	August 13-16, 2026 in Denver, Colorado (arrive on August 12)
IC Onboarding (virtual)	10-15 hours per biennium (summer of Convention years)
REAL Leadership Institute (RLI) (in-person)	Four to five days per biennium, including travel (summer of non-Convention years)
Convention (in-person)	Six to seven days per biennium, including travel
BEDI Summit (virtual)	Four to five hours each February
National Panhellenic Conference (NPC)	Five to six hours per year
Educational Meetings and Webinars (virtual)	
Quarterly IC meetings (virtual and in-person)	10-12 days per year, including travel
Monthly business meetings (virtual)	<ul style="list-style-type: none"> <li>• Held the first Wednesday of each month 5-7 p.m. MT</li> <li>• Three to four hours per month (1.5 to two hours of preparation and 1.5 to two hours of actual meeting)</li> </ul>
Trifecta Meetings (virtual and in-person)	Annually, at RLI and Convention
Facilities Management Company (FMC)	Three to four days per year, including travel (International Council Representative only)
Foundation Board of Trustees Meetings (virtual and in-person)	Two to three hours per month and two to three days of travel per year (IC representative only)
IC Committee Meetings (virtual)	Two to three hours per month per committee (service required on two to three committees)
Attendance of other Sorority events and anniversaries, and other events as appropriate (virtual and in-person)	To be determined

### Responsibilities

- Knowledge of and adherence to all Gamma Phi Beta Bylaws, Articles of Incorporation, rules and procedures, policies, position statements and board guidelines.
- Promote a membership experience that values and supports the personal and social identities that contribute to a diverse and inclusive membership.



- Actively participate in and contribute to all IC meetings and Convention business meetings; propose and present agenda topics in alignment with principles of strategic board governance.
- Attend three IC meetings annually, one biannual IC retreat, RLI and Convention once during each term.
- Fulfill all legal and fiduciary responsibilities required of an IC member.
- Review outcomes and metrics of programs and services created by staff to evaluate their impact and regularly measure their performance and effectiveness.
- Approve the annual budget, audit reports and material business decisions.
- Contribute to the yearly performance evaluation of the CEO with the IP, other IC members, the Foundation Chair, the FMC Chair, and other appropriate stakeholders.
- Enhance the Foundation's fundraising efforts by fostering a collaborative, supportive environment internally and externally. Build and leverage connections and opportunities.
- Lead or participate on additional boards and **Sorority committees** as appointed by the IP.
- Elevate the presence of Gamma Phi Beta by serving as an ambassador of the Sorority and attending or speaking at other Sorority events and anniversaries, and other events as appropriate.
- Meet the financial obligations for good standing by paying international alumnae dues annually for your term or joining Life Loyal.
- Place the Foundation among her highest philanthropic priorities, making a personal annual gift to the Foundation that is meaningful in amount to her circumstances. Endeavor to make an unrestricted, annual gift at the \$1,874 level or higher (or secure donations at least equal to \$1,874 each year). Support special fundraising initiatives.

### Successful International Vice Presidents Value

- **Self-development:** You're self-aware and master using personal strengths in strategic management. You place the Sorority's best interests above personal priorities.
- **Resiliency:** You view change as a strategic opportunity and respectfully manage resistance to change.
- **Communicating:** You utilize active listening to help inform strategic direction. You understand the importance of sharing expertise and information throughout the organization.
- **Teamwork:** You inspire and create an atmosphere of trust that results in a positive working relationship inside and outside the Sorority.
- **Mentoring:** You believe in the investment of mentoring others to develop and grow and oversee the strategy to retain diverse and high-caliber talent.
- **Diversity and inclusion:** You celebrate your identity and demonstrate respect and appreciation for individuals with identities different from yours. You create inclusive policies and practices.
- **Philanthropic spirit:** You generously donate your time, skills, talent and financial resources to causes important to you and the organization.
- **Community participation:** You're an active citizen and understand the importance of governance to ensure we achieve our strategic goals and strengthen the entire organization.
- **Gamma Phi Beta:** You know our history, current initiatives and objectives. You use your knowledge to make decisions that reflect our organizational values.
- **Critical thinking:** You demonstrate imaginative thinking, recognize the complexity of issues and consider the impact of decisions on all parts of the organization.
- **Applied learning:** You synthesize experience and knowledge to provide strategic direction.

- **Personal excellence:** You model integrity, honesty and high standards of confidentiality consistent with the Sorority's values. You represent the Sorority within the fraternal community and in the world at large.

#### **Desired Ability and Experience**

- You have strategic leadership experience, personally or professionally.
- You can understand and guide an organization's business model to ensure financial stability. This includes program costs, revenue streams, capital structure, infrastructure, financial position and mission-focused funding.
- You can be an ambassador and advocate for our organization, sharing our impact while cultivating beneficial relationships.
- You have experience building relationships at all levels and with different organizations.
- You can supervise teams and communicate effectively with transparency.
- You understand the importance of healthy governance: duty of care, duty of loyalty and duty of obedience.
- You're proficient with technology platforms, including Microsoft 365.

#### **What Sets You Apart**

- You're passionate about the work of the organization and understand there is always more to learn and understand our operations and membership.
- You embrace a generative and strategic thinking mindset, being future-focused and comfortable with ambiguity.

#### **Considerations**

- Must not be currently employed by the Sorority, Foundation or FMC.
- During the term, International Vice Presidents shall not hold other volunteer leadership positions with the Sorority, Foundation or FMC.