

Vice President of Technology -

- Serve as an active member of executive board and assist with decision making
- Design and update Phi Beta Lambda website content (FBLA-PBL history, chapter history, By-laws, Constitution, minutes, agendas, officers and their contact information, announcements, documents/applications, photos, guest speakers, meeting dates/time/location, community service events, social events, and any other information that would be useful for people to learn about PBL)
- Work closely with the President and the VP of Marketing with announcements in regards to meetings, applications, and other recruitment opportunities
- Work closely with the Historian on updating photos and keep an online scrapbook
- Work closely with the Secretary to post agendas and minutes
- Work closely with the Executive VP to post the online newsletter
- Update the website weekly