**Officer Expectations and Responsibilities**

**Section IX– Officers**

1. The officer’s duty is to carry out the commands of the director and maintain control of Brigade when the directors are out.
2. Dance officers will assist the directors in attendance, appearance, teaching and instructing the team, and making decisions relevant to the entire team.
3. Social officers will be in charge of organizing team social events, promoting the team as a whole, and assist the dance officers and directors as needed.
4. All officers are required to attend officer camp and other dance training camps in the summer.
5. All officers are required to be present at all practices, meetings and functions.
6. Should an officer fail to uphold her duties for her role she may be demoted from her position or removed from the officer line. This will be up to the discretion of the directors.
7. Officer candidates must have been a member of the team for at least one year and entering their junior or senior year before being eligible to tryout.
8. Specific ranks and duties will be given to the newly selected officers after the tryout process.
9. If a candidate is on probation at the time of tryouts, she will forfeit her right to try out for officer.
10. Dance officer candidates must perform a solo in at least one contest within the year that she is auditioning for officer. Exceptions such as medical/family emergency will be made at the directors’ sole discretion.

* 1. Captain:
     + Commanding officer at all times
     + Call team to attention for roll call, performances, etc.
     + Gives whistle and verbal commands
     + Keeps supervision over all officers
     + Works with the directors and other officers on choreography
     + Plans all entrances and exits with the advice of the director
     + In charge of weekly schedule for officers discussed at meetings
     + Posts team announcements on the BAND app
     + Teach, clean and choreograph routines
     + Together with the co-captain, is in control at games or other performances if the director is absent
     + Performs any assigned duty presented to her by the directors
     + Promotes loyalty within the officer line and team
     + Report any misconduct to the director
     + Performs a solo at spring show
  2. Co-Captain
     + New member (rookie class) advisor
     + Conditions/leads warm-up/technique with the team
     + Posts team practice schedule on the BAND app
     + Performs captain duties in the absence of the captain
     + Reports tardies and improper attire to the director
     + Teach, clean and choreograph routines
     + Promotes loyalty within the officer line and team
     + Performs any duty assigned by the director
     + In charge of keeping team quiet during class and practice
     + Performs a solo in spring show
  3. Sr. Lieutenants: (second year officers)
     + Lead warm-up/ technique with the team
     + Post the team weekly schedule on BAND
     + Record & report tardies and improper attire of squad to co-captain
     + Social officer liaison- attends social officer meetings
     + Assists in teaching and choreographing routines
     + Performs any duty assigned by the director
  4. Lieutenants: (first year officers)
     + Lead warm-up/ technique with the team
     + Record & report tardies and improper attire of squad to co-captain
     + Tutorial/ club meeting list to directors
     + Assists in teaching and choreographing routines
     + Performs any duty assigned by the director

Social Officers:

* 1. President –
     + Acts as liaison between Directors and Officers
     + Schedules all social officer meetings with directors and presides over them
     + Appoints committees as needed
     + Performs the duties of captain in the absence of Director and dance officers
     + Sets the social calendar for the year and oversees social activities
     + Coordinates voting for teacher of the week
  2. Vice President –
     + Assists the President in all duties
     + New member (rookie) advisor w/ co-captain
     + Performs the duties of the President in her absence
     + Performs the duties of Co-Captain in absence of Director and dance officers.
     + Oversees the team community service project
     + Coordinates with the Sr. Lieutenant(s) on needs from dance officers
  3. Social officers:
     + Responsible for the planning of the party they are assigned
     + Create social media posts
     + Plan birthday celebrations
     + Help to plan the end of year banquet
     + Responsible for helping to keep the team focused and quiet in practice
     + Boost team morale when needed
     + Help to plan team dinners
     + Create thank you notes
     + Help to plan teacher appreciation throughout the year
     + Promote team building and bonding
     + Perform any responsibilities as instructed by the director