The Vice President is expected to be able and willing to fill in any officer's position if needed. For example, the Vice President must be prepared for anything from having to make impromptu speeches, holding officers meetings, assisting with (or coordinating) various meetings and special events and Beta Alpha Psi activities.

In addition, the Vice President is also in charge of the following:

- The Vice President should be able to fill in for the President in the President's absence
- The Vice President is responsible for the Annual Bocce Ball Tournament (in the Summer) and our annual Meet the Professionals Night (in Seattle near the beginning of Fall Quarter)
- The Vice President is also responsible for appointing the Tutorial Center Coordinator (generally in consultation with the past Tutorial Center Coordinator), and the oversight of the Tutorial Center and its recordkeeping of volunteer hours