

Irish Regional Coordinator's Roles & Responsibilities

Regional Coordinator

Overview

- 1) To encourage new members, coordinate activities within the region.

Meetings

- 1) To represent the regional membership at the Annual General Meeting.
- 2) To represent regional membership at Committee meetings.

Reports

- 1) Produce the appropriate regional section for the annual report in line with the timetable produced by the secretary.
- 2) Produce the appropriate regional report in advance of committee meetings as required by the Secretary.
- 3) Produce the appropriate regional article for the magazine, Sweeping Statements, in time for the copy date as published in the previous edition.

General

- 1) To assist the National Events Coordinator and coordinate the regional involvement in national events, such as the annual AGM weekend.
- 2) To represent and coordinate activities in the region in any appropriate way on matters as they arise in any club year