

Is selected and approached by the newly elected President and/or Nominating Committee to serve; or may volunteer for the position.

Is selected for a two-year term, which may be repeated any number of times.

Attends all scheduled meetings for the general membership. Notifies the President or other responsible officer if unable to attend in order that duties can be delegated during absence.

Acts as a host toward all members, visitors, judges, and potential new members at all functions.

Notifies Board if withdrawing from official position, allowing sufficient time and coverage for a temporary replacement to be selected.

Clarifies expenses with the Treasurer or President prior to incurring. Submits detailed receipts for reimbursement or arranges for prepayment.

As Scorekeeper:

Assists with pre-testing the scoring equipment prior to competition meetings; assists with pre-testing by the judges immediately prior to each competition to verify accuracy of equipment.

Assists with stowing the equipment at the end of competitions and ensures that equipment repairs are made.

Selects a club member to call titles, pass the prints through the light box, and announce winners.

Calls out the number of prints submitted in each category and announces the number of honors (Awards and POMs) as determined by the Competition Rules; receives prints passed through the light box by the assistant.

Notes the scores and awards on the back of the prints after they pass-through during competition. Gathers half of each entry form from the Image Coordinator following the competition.

Records scores for each entrant on a spreadsheet or another tally method; maintains a running total of scores and number of entries for each competition category on a year-to-date basis.

Provides the scores for publication within four to five days of competition.

Distributes the scores to the general membership within four to five days following competition; makes corrections as necessary.

At the end of the May competition, determines trophies to be ordered or other types of recognition to be given at the annual Awards Banquet.

Notifies the person in charge of ordering trophies or preparing other recognition, allowing sufficient time for task to be performed.