

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 Judge Procurer:

Attains three judges for each competition from the current Judges List compiled by CACCA. Uses photographers whose qualifications display skill, knowledge and fairness.

Selects a member of FCC or guest who also displays those qualities if judges are late, absent or unavailable. Substitute judges should be used as a last resort and only when absolutely necessary.

Reconfirms by phone or mail two weeks in advance. Confirmation should include date, time, location, and if necessary, directions.

Introduces each judge to the membership, prior to the competition. Includes name, club affiliation, past work, etc.

Pre-tests the scoring equipment for accuracy, asking the judges to mock vote just prior to the actual competition.

Calls out judges' total scores to Image Coordinator for recording.

Thanks judges at the competition for their participation. Follows up with an acknowledgment by e-mail, note, or phone call.

Arrives early to set up and pretest the scoring equipment for competition meetings.

