

Area 10 Events Chair

Shall serve for two years and may be appointed for additional terms as long as the individual is willing or it has been determined the individual has not fulfilled their duties.

Approved: June 12, 2024

1. Shall be an advocate for Handbell Musicians of America and Area 10.
2. Shall plan and execute the all-Area 10 event(s). Shall establish event-task committees as necessary and solicit help as needed.
3. Shall submit plans for all-Area 10 events to include: date, venue, clinician, format and budget. Shall submit this plan 6-12 months in advance of the event.
4. Shall keep the Area 10 Executive Committee apprised of event planning progress every two months.
5. Shall create and maintain an *Event Planning* manual with details for planning and executing an event. This notebook shall be made available to local and regional event organizers.
6. Shall be an ex-officio member of the Area 10 Board of Directors, with the rights to attend the Area 10 Board of Directors meetings, contribute to the discussion, but shall have no voting privileges as a member of the Area 10 Board of Directors.
7. Shall be appointed and allowed to serve in this position as long as they are willing or until it has been determined the Events Chair has not fulfilled their duties as outlined in the Area 10 Job Description for Events Chair.
8. Shall attend and present a report at Area 10 Board of Directors meetings
9. Shall submit and encourage others to submit articles to the Campanologist.