PebbleCreek Quilters Club
Social Chair
Job Description

Summary: The Social Committee services a vital role in promoting inclusion and fellowship among members in a manner that promotes club and committee goals.

Events:

- Coordinate and set up table decor and door prizes for the annual Spring and Holiday Luncheons.
- Schedule sewing events or provide snacks at scheduled events.
- Devise ways to promote fun at meetings.

Member Inclusion:

- Collaborate with the Membership Chair/committee as needed regarding opportunities.
- Invite members who may need encouragement to attend events.

Visibility:

- Be a visible leader making an effort to promote collaboration and communication among members.
- Attend as many general meetings as possible to “work the room” and make members feel welcome.

Communication:
Submit ideas to the President and Board for feedback or problem solving.
Solicit feedback from members about how we can make our club more inclusive and fun.

Officer Transition:

Meet your incoming replacement to describe your role, review forms used, provide hardcopies/tools required, and answer any questions.