

CHAPTER OFFICER DUTIES

FROM HOG CHARTER

ACTIVITIES OFFICER

Responsibilities:

- Assists the Sponsoring Dealer and chapter director in upholding the “Annual License for H.O.G. Chapters”.
- Oversees the administration of chapter events.
- Recruits and instructs volunteers for chapter activities.
- If and when those activities are held, notify the members who showed a special interest.
 - Ensures that all insurance concerns and requirements are met for chapter events.
 - Oversees the collection of appropriate release forms for chapter events.
 - Assists the Director and Secretary with the implementation of the Risk Management program, including procurement of insurance and release forms.

Suggestion:

Survey chapter members on the types of activities that interest them, and ask if they are willing to volunteer.