



Archery Victoria			
Title:	Duty Statement		
Subject:	Members Representative		
Approved:		Replaces:	24-Jul-12
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0205. Duty Statement - Members Representative

The Members Representative shall represent the views of all Victorian Archers to the Board.

The Members Representative is an elected position and a Board Member. The incumbent of this position is elected by the Member Clubs in accordance with the Constitution of Archery Victoria (as amended from time to time).

1. Duties

- 1.1. Represent Members views at meetings as applicable.
- 1.2. Act on behalf of all Archers and propose actions and provide information to the Board on the views of the general membership of Archery Victoria.
- 1.3. Assist with the preparation of annual and long term budgets.
- 1.4. Take on the role of State Administrator for the IMG Database.
- 1.5. Keep member clubs and members informed of developments in the Archery community.
- 1.6. Keep the Board informed of all matters to do with AV membership.
- 1.7. Provide membership data monthly to the Secretary to maintain membership information and statistics.
- 1.8. Assist with the maintenance of the Archery Victoria website and associated social media outlets.
- 1.9. Foster and assist clubs to maintain and increase membership.
- 1.10. Foster and assist the formation of new clubs.
- 1.11. Act as Board Mentor for member clubs as determined by the AV Board.