



Presides at meetings. Guides the meetings in a tactful, positive way. Appoints Committees as needed



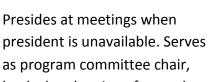




Vice President

The Foundation for The Gator Nation





leads the planning of annual club program.

The Foundation for The Gator Nation





Secretary

The Foundation for The Gator Nation





Keeps complete accurate minutes of the meeting. Keeps records of each member and their attendance. Handles all correspondence, and committee reports.

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Treasurer

The Foundation for The Gator Nation





Takes care of all club funds. Under guidance of club leader, handles deposits and bills. Keeps treasurer's book up to date. Gives report to club meetings on treasury balance.

The Foundation for The Gator Nation

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Song/Recreation Leader





Plans and leads songs or team building activities for club. Provides leadership for recreation activities.







Assists with room setup, flags, banners and is on the watch for potential risks of the room







Parliamentarian





Knowledgeable about parliamentary procedure and its application in a meeting. Makes final decisions on any discrepancy in the parliamentary procedure of club.

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An Equal Opportunity Institution







Historian

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Keeps club scrapbook up to date. Takes photographs (or gets from club members) of club activities and events. Cuts articles from newspaper.







Reporter





Takes care of all press releases and writes short news articles about special events and activities for newsletters. Newspapers, and other media.

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Leader







Typically the Adult who is responsible for overseeing the club program. Reports directly to county extension faculty.

The Foundation for The Gator Nation



This	is setup for you to print and cut. The accurate descriptio
is be	side each role card. This can be used as a matching game
or as	a quiz show type format.
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