

Competition Records Chairperson

The Competition Records Chairperson shall serve as the Standing Committee Chairperson as authorized by Article VI of the Constitution. This person is appointed by the President and is a voting member of the Board of Directors. The duties of the committee are briefly listed in Article IV of the By-Laws.

The Competition Records Chairperson shall:

Secure the evaluation sheets from the Chairperson of the Competition Desk.

Input the month, Category, Class, Subject, name, title and score for each entry in the competition into a computer database.

Use a computer program to sort the entries receiving an Award or Honorable Mention by Category, Class, Subject and last name. Submit a computer file containing these entries to the Webpage editor in an agreed upon format no later than 10 days after the competition.

Maintain cumulative scores for all competing members. Prepare score totals for each member at the end of the competition year. Submit a computer file containing the score totals to the Webpage editor in an agreed upon format.

Serve as the Chairperson of the Promotions Committee. The President shall appoint two additional members to serve on this committee.

Review the cumulative scores of each competitor at the end of the competition year and recommend promotions in class based on the criteria given in the rules of the club as outlined in the yearbook.

Recommend to the President the nominee for the Most Improved Photographer of the year after consideration by the Promotions Committee. This award shall be kept secret until presentation at the annual Banquet.

Maintain a file of the evaluation sheets for a period of two years.

Maintain the computer database of entries indefinitely.

Revised: March, 2015