



Sylvan Archers Open Board Positions 2021-Volunteers Needed

Open Board and Appointed Positions

You are receiving this message because we have several open positions on the Sylvan Archers Board. You can help by becoming a volunteer. Sylvan Archers runs solely on the support of volunteers; including our Board of Directors. Remember time volunteered counts towards discounts on your membership renewals.

If you would be interested in any of the positions please reach out to us at sylvanmembership@gmail.com with a quick note letting us know your interest and any experience or skills you bring with you.

If you have any questions about the positions, full descriptions can be found in the [constitution posted on our website](#), or you can reach out and we will be happy to answer any questions. Resumes are not required but may be submitted.

Our club has a very stable membership and therefore our finances are stable, providing the necessary funding needed for improvements to our club. We need your help to continue this process of improvement and enjoyment for our membership.

**** Elected Officers ****

The following information outlines our open board positions and the requirements.

3rd Vice President – Outdoor Range Director

- **Vacant - Urgent Need:** The Outdoor Range Director, with the Assistant Outdoor Range Director, will be responsible for the outdoor ranges, building, equipment and generally the entire physical premises of The Sylvan Archers, Inc.
- The past Range Director Karl Okita is happy to assist in training. This is a critical role within our club. Some of the critical functions of this position are ensuring that the following duties get handled; mowing the grass, making sure the trash is ready for pick up weekly, cleaning the bathrooms, and refilling the soda machine.

If you can help, please contact Nikki Underwood at: Nikki.underwood01@gmail.com

Secretary-Treasurer

- **To be vacated:** Treasurer shall sign, with the President, the instruments and papers mentioned in Section 1 of this Article; attend all meetings of the Corporation and of the Board of Governors, conduct such correspondence of the Corporation as the Board of Governors may designate and perform such other duties as usually revolve upon such officer. The Secretary-Treasurer shall, subject to such rules and regulations as the Board of Governors may from time to time prescribe, receive, keep and disburse all money of the Corporation, keep accurate books of account, furnish such bond or other security as the Board of Governors may prescribe.
- Background in business, accounting or finance management would be helpful but not required.

Field Governor

- **Vacant:** Fulfills duties designated by the Board. Represents the club at the Oregon Bow Hunters Field Governors annual meeting. Participates in the direction of the field archery and target archery tournaments held by the club. Promotes field and target archery as well as the JOAD archery program.

Director Target Tournaments

- **Vacant:** The Director of Target Tournament will assist the Field Governor by overseeing and directing all target tournaments held by The Sylvan Archers. Responsible to plan, setup and run the 900 shoots Sylvan offers every year. There are two shoots we do every year - the Spring 900 in May and the End of Summer 900 in September. Depending on the calendar we have offered a Summer 900 in June as well.

Publicity Chairperson [Newsletters]

- **Vacant:** The Publicity Chairperson shall fulfill duties as designated by the Board of Governors and in addition, be in charge of all publicity, publications and notifications

**** Appointed Positions ****

Ribbons & Trophies

- **Vacant:** The Ribbons and Trophies Chairperson will be in charge of acquiring all awards for Sylvan events

Historian

- **Vacant:** The Historian position is for a two-year term. They will be in charge of The Sylvan Archers archives and will keep records of Sylvan activities.



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