



ASSOCIATION MASTER Job Description & Responsibilities

Responsibilities

Rule 11.1 "The MASTER shall promote the interests of the Association, control all ringing activities at General Meetings or gatherings of the Association (other than District meetings or functions), chair General, Executive and Management Committee Meetings and deal with such other matters as may be provided for in these rules or as may be directed by the Management Committee."

The Association Master shall appoint judges for each of the Six Bell and Eight Bell competitions. There shall be at least two judges for each competition who shall preferably not be resident within the Association's area.

The Role

- To chair the Management Committee Meetings held in February and October;
- To provide a written summary of activities of the Association for the Annual Report;
- To arrange a service touch band for the Annual Service;
- Where requested, read a lesson at the AGM;
- To chair the Annual General Meeting held on May Day Bank Holiday;
- To chair the Association Executive in accordance with rule 12;
- To set the 8 bell striking competition set touch and advise details at the AGM;
- At the AGM afternoon ringing, thank those responsible for making the tea arrangements;
- Organising the judges, running the draw and hosting the judges for the Association Striking Competition Finals;
- To act ex-officio in all sub-committees set up at the requirement of the Management Committee;
- To host and speak at the Annual Dinner, look after the Guests;
- To arrange, or delegate, entering teams in to inter-county striking competitions e.g. the Essex Trophy and the Ridgman Trophy, and to participate in the post competition meeting to discuss the following years' arrangements;
- Represent the Association at other functions within and external to the Association e.g. dedication services, funerals of prominent Association members etc;
- To look after and wear the Master's Badge at appropriate functions.