



## **DISTRICT MASTER Role & Responsibilities**

Rule 15 states:

“15.11 Each District shall hold at least three meetings yearly.

15.2 The first of the three meetings shall be the Annual District Meeting at which shall be elected four Officers and one Trustee. These shall be District Master, Deputy District Master, District Secretary and District Treasurer. The Trustee may be one of the District Officers or another member who has the full support of the District; The Trustee attends Trustees Meetings with the full delegated authority of the District. All of these may represent the district on the Management Committee. In the event of a vacancy, a District may elect an Officer or Trustee at any business meeting. The General Secretary shall be notified, in writing, of these District elections and the Trustee Declaration sent to the Treasurer immediately.

15.3 The quorum for District Meetings shall be 10 members of that District including at least two elected District Officers.”

Rule 11.8 states: “The DISTRICT MASTERS shall promote the interests of the Districts, control all ringing activities at District Meetings, chair District Meetings and deal with such other District matters as may be provided for in these rules or as may be directed by the Trustees or the Management Committee.”

District Officers are members of the Management Committee and are expected to attend the meetings of that Committee and participate in the decision-making processes.

### **The Role**

- Overall responsible for the running of District affairs and events.
- Work closely with other District and Association officers in promoting the values and behaviours of the Association.

### **Specific responsibilities**

Whilst the role may vary slightly from District to District, the main tasks are as follows:

- Act within, and promote, the Rules and Policies of the Association, particularly (but not limited to) regarding:
  - Health & Safety, Privacy, Standard of Conduct, Safeguarding, Risk Management, Complaints and Delegation
- Agree agenda items for District meetings with the District Secretary.
- Chair District Meetings, and approve the minutes thereof.
- Run, or delegate the running of the ringing at practices and meetings, ensuring that each person present has a chance to ring.
- Attend Association Management Committee meetings.
- Be altogether responsible for the affairs of the District.
- Obtain judges and stewards for the District 6 Bell Striking Competition and any other competitions held within the District, and to be in charge on the day, ensuring that the Rules are adhered to.

- Obtain stewards for the Association 6 Bell Striking Competition Finals and Inter-District 8 Bell Competitions when held in their District.
- Arrange the District 8 Bell competition band and arrange any practices.
- Write a District Master's report for the ADM, itemising events for the previous year.
- Aim to visit all towers in the District on their practice nights at least one a year.
- Encourage training at all levels within the District.
- Arrange representation of the District at funerals of deceased members.
- Encourage membership of the Association and the achievement of its aims and objectives.