

Non-Executive Officers (NEOs)

Vignerons

- As Vigneron/s you will work with the Tertiary Chaplain and Communications Officer to produce *Grapevine*
- Co-opt members to contribute to *Grapevine*
- Ensure the integrity of *Grapevine* by ensuring all articles have by-lines.

Time requirement: at least two full days per *Grapevine* (four times a year)

Sommelier

- Responsible for coordinating folding and distribution of *Grapevine*

You need to attend *Grapevine* folding. If you are elected as Events Officer, you will be unable to be a candidate for Sommelier.

Web Master

- Maintain the website and mailing list
- Appoint moderators to ensure the proper use of the mailing list

Time requirement: regular commitment.

Publicity Officer

- Create visual advertising for events when requested by the Events, Communications or Worship Officers
- Work with the Web Master
- Assist with presentations at Synodical Conventions
- Advise the Communications Officer on issues of publicity.

In the event that no person desires to fulfill this position it will default to the Events Coordinator

Time requirement: regular commitment. If you are elected as Events or Communications Officer, you will be unable to be a voluntary candidate for Publicity Officer.

Photographer

- Ensure photographs are taken at LSF events to be used for Grapevine, facebook, website et al.

Time requirement: minimal, regular event attendance required.

Campus Representative

- Represent your campus at LSF events and meetings
- Give feedback to EC on how the campus is running.

Time requirement: minimal.

MOSH Meister

- Work with the Events Officer to organise events during MOSH period (during the Summer break)
- Work with the Communications Officer to promote MOSH events.

Time requirement: major commitment over summer break only.

Fundraising Officer

- Work with the Treasurer to help coordinate activities to raise funds for LSF (inc. sale of cans).
- Coordinate volunteers to assist you when required

Time requirement: regular commitment and ability to attend fundraising events.

In the event that this position is not filled it will default to the Treasurer. If you are elected as Treasurer, you will be unable to be a candidate for Fundraising Officer.

Drama Officer

- Organise a small drama for worship services when required through communication with the Worship Officer.

In the event that this position is not filled it will default to the Worship Officer.
Time requirement: 1-2 hours per service.

If you are elected as Worship Officer, you will be unable to be a voluntary candidate for Drama Officer.

Music Officer

- Organise music for worship service when required through communication with the Worship Officer. You may be required to either select music, and/or coordinate the band as requested by the Worship Officer.

In the event that this position is not filled it will default to the Worship Officer. Time requirement: 3-4 hours per service.

If you are elected as Worship Officer, you will be unable to be a candidate for Music Officer.

Pinkies Coordinator

- Organise cooks for the dinner associated with each Archies service in liaison with the Worship and Events Officers. Time requirement: minimal.

If you are elected as Worship or Events Officer, you will be unable to be a candidate for Pinkies Coordinator.

Memorial Box Item(s)

- As Item for Memorial Box you will be a non-human entity and will be placed in the Memorial Box.