

DIRECTOR CLUB SERVICES

The Director/Club Services shall :-

- i. Serve on the Management Committee;
- ii. Be responsible for the provision and set-up of suitable meeting room accommodation, including any audio-visual aids required;
- iii. Arrange for catering services at regular monthly meetings;
- iv. Maintain and display club regalia;
- v. Assist the organizers of special events with physical arrangements when requested to do so;
- vi. Research and establish a list of restaurants suitable for optional post meeting lunches and arrange for these lunches to take place; and,
- vii. Maintain an inventory of Club promotional items.