



Australian Alpaca
ASSOCIATION

Regional Show and Events Officer – Role and Responsibilities

The role of the Regional Show and Events Officer is to co-ordinate the show and event activity for the region.

Generally, you are to:

- 1) In consultation with the committee develop a show and events calendar and ensure that appropriate budgets are approved.
- 2) Provide guidance and support to the show conveners.
- 3) Check the budgets are being adhered to and provide approvals for costs expended for shows and events.
- 4) Provide assistant to people who are requesting approval for new shows or events and present the submission to the committee.
- 5) Ensure the calendar is provided to the Website and Social Media Officer for uploading to the regionals website and forwarding to the AAA office for uploading the main site.