

SOCIETY OF BEER ADVOCATES REGIONAL COORDINATOR JOB DESCRIPTION

PURPOSE

The purpose of this job description (JD) is to clarify the objectives and background to the Regional Coordinator. It sets out the competencies and responsibilities of Regional Coordinators.

OBJECTIVES

The objectives of the Regional Coordinator are:

- Keep membership in your region engaged with SOBA
- Create a feeling of community between SOBA members in your area.
- Provide info on local events for the Pursuit of Hoppiness
- Organise monthly SOBA get-togethers
- Organise other trips/events in your region.

APPLICABILITY

This JD applies to all Society of Beer Advocate (SOBA) members whom the Committee agrees can act in the role of Regional Coordinator.

BACKGROUND

Regional Coordinators (RC) are SOBA's representatives on a regional scale.

A RC is a local member of the beer community who organises events for SOBA and keeps members in their given region engaged with SOBA.

COMPETENCIES OF THE REGIONAL COORDINATOR

A RC should be:

- Able to act independently
- Motivated to improve and engage their local beer community
- Able to organise events on behalf of SOBA
- Competent with social media (Twitter, Facebook)
- Able to communicate with local members competently via membership database
- Knowledgeable of their local beer scene

RESPONSIBILITIES OF THE REGIONAL COORDINATOR

It is an RC's responsibility to create a sense of community in their given region.

For example, this can be achieved by:

- Regular get-togethers (e.g. monthly)
- Trips to breweries, bars or other beer related venues
- Regular communication with local members
- Organising a local beer festival
- Organising SOBA presence at existing beer festivals

A RC may also be called upon by the SOBA Executive Committee to act on their behalf in local matters, if deemed necessary by the committee. A RC should be mindful of conflicts of interest that may arise if they are involved in related business activities in their region.

APPROVAL DETAILS AND VERSION CONTROL

All substantive updates should be registered as a new version (i.e., V1, V2). Minor editorial amendments can be recorded as sub-versions (i.e., V1.1, V1.2).

All substantive updates should be approved by a quorum of the Committee. Minor editorial amendments can be approved by the Chair.

Version	Date	Approved by
V1.0	9/1/15	SOBA Committee
V1.1	8/12/18	SOBA Committee