

Magic Valley Gem Club Parliamentarian Job description:

Note: No individual member may encumber, commit, charge, or in anyway make the club liable for any cost, fees, charges or other indebtedness without prior approval of the Club's Majority vote at a meeting or the Show Chairman. All expenses are solely the responsibility of the individual making the purchase.

Job Title Magic Valley Gem Club Parliamentarian

Reports to: President, Secretary, Executive Board, and General membership

Job Overview:

Insure the business meetings are run properly in relationship to the Roberts Rules of Order.

INSURE the BY LAWS are followed.

Duties: You are the Club's equivalent to a Club Sentinel

Ensure that club polices are not violated or broken.

Call out for correction or change of procedures during meeting or other occasions..