

Magic Valley Gem Club Sun Shine specialist 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. All expenses are solely the responsibility of the individual making the purchase.

Job Title Magic Valley Gem Club Sun Shine Specialist

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

Job Overview:

Insure the members who are sick or with illness are contacted about our caring about them.

Members passing will be your responsibility to send flowers or collect additional monies from members wanting to contribute to a memorial fund in the clubs behalf.

Duties: You are the **Club's memory** for those we care about!

From the BYLAWS:

Cards shall be sent instead of flowers, to any member ill or injured, the exception being, if a member dies. Floral arrangements will be limited to \$35.00 each for funerals.

Report at Club meeting the status of those you Know of or have contact with.

Submit articles to the Club news letter about members passing, sick and would like to be visited and where they can be contacted.

Call as many members needed to assist you.