

Functions and Responsibilities
Board of Directors
Southeastern Massachusetts Chapter
Appalachian Mountain Club

Office: Chair, Canoe/kayak Committee

Basic Function: Coordinates all canoe/kayak activities. Represents members of the Canoe/kayak Committee at the Executive Board meetings. Serves as role model by encouraging and developing new leaders.

Major Responsibilities:

- Establish and chair Canoe/kayak Committee
- Oversees the coordination of all canoe/kayak trips.
- Ensures that canoe/kayak leaders meet the qualifications to lead trips according to ability, training, and certification level. Enlists new potential leaders.
- Runs canoe/kayak committee meetings, providing leadership and assistance to those planning trips.
- Ensures that all pertinent information on upcoming canoe/kayak trips is provided to the Breeze and the Outdoors within appropriate time limits.
- Coordinates and actively participates in canoe/kayak education programs and workshops.
- Regularly leads canoe/kayak trips.
- Serves as mentor and support person for new leaders.
- Prepares an annual report for the Canoe/kayak Committee which is presented at the Chapter Annual Meeting.
- Prepares an annual budget for the Canoe/kayak Committee