DUTIES OF THE SAGA STITCHES CHAIRPERSON

sagastitches@smocking.org

Overview: The role of the SAGA Stitches Chair is to facilitate a program of easy-to-use short programs, i.e. SAGA Stitches, for SAGA members and to promote artistic development and contributions amongst the SAGA membership. During the course of service to SAGA as SAGA Stitches Chair you will be in possession of proprietary information that is to be kept in confidence both during and after your SAGA service.

• SAGA Board Relationship
  • Assure that a signed author release is on file for each program
  • Upon notification from SAGA Registrar, mail programs to correct individual in a timely manner
  • Work with Board Members to ensure appropriate supply of programs available for sale at the annual National Convention
  • Confer with the SAGANews Editor about publicity for the program
  • Annually evaluate programs currently offered and advise the Board of programs to be reviewed, updated, or retired
  • Annually introduce at least three new SAGA Stitches Programs
  • Work with WeeCare Chairperson to broaden WeeCare offerings

• SAGA Membership Relationship
  • Serve as liaison between members, authors, and the Board
  • Assist SAGA members in writing programs they create
  • Arrange for stitching, photography, and printing of new programs submitted by members
  • Issue Artisan points to the authors of new SAGA Stitches programs; maintain a record of points awarded on an annual basis

• Communications
  • Maintain communications with the Board and fellow SAGA members to progress SAGA business
  • Provide a Board report to the President elect by the 5th of the month stating:
    • Distribution of SAGA Stitches Programs
    • Any additions or deletions from the SAGA Stitches program offerings