

**JOB DESCRIPTION
SOHSET
DISTRICT CHAIR**

- A. Represent SOHSET at all district and State Meetings**
- B. Work closely with his administration in organization of District Meets**
- C. Develop Work Assignments**
- D. Prepare agendas for monthly meetings**
- E. Attend all meetings/ District and State**
- F. Implement all rule changes and be sure rule book is current**
- G. Implement changes to the SOHSET rules – District specific**
- H. Record and get to State Chair all records that have been broken**
 - a. Be sure records are signed and authorized by Judges**
- I. Appoint committees for the year's work**
 - a. Scholarship**
 - b. Auction**
 - c. Food**
 - d. Activity**
 - e. Awards**
 - f. Work assignments**
- J. Appoint District Advisor and other positions beneficial to SOHSET**
- K. Negotiate with Jackson County Fairgrounds**
- L. Request Dates for next year**
- M. Do Paperwork with Medford School District**
- N. District Awards**
 - a. Ordering from State**
 - 1. Medallions**
 - 2. Patches/rockers**
 - b. Awards Program**
 - c. Reception**