

FCCA DISTRICT REPRESENTATIVE RESPONSIBILITIES
October 2007

- ◆ Serves in a volunteer position upon nomination by a Board Member and shall serve for as long as the individual is an FCCA member or steps down in their judicial role with the government.
- ◆ Disseminates information and newsworthy items from the Circuit Representatives to their members in their division to keep them informed. Reports on activities of the Board to the members.
- ◆ Distribute annual membership materials from the Circuit Representative to the members and nonmembers in their division. Follows up with their members.
- ◆ Serves as a source of information for the members in their division.
- ◆ Constantly educates themselves with regard to their position by maintaining detailed materials from prior representative, inquires other board members for guidance on procedures and follows the FCCA bylaws.
- ◆ Eligible to serve on other ad hoc committees offered by the President or run for election for a position on the Board.
- ◆ Keeps in contact with other members and networks.

Detailed information about the FCCA roles and responsibilities are located in the bylaws posted on the FCCA web site at <http://www.fcca.ws/docs/FCCAbylaws3-14-06.pdf>