

# **R & S CHAIRS Guidelines**

## **2009-2011**

**\*Produce an event in your area of responsibility for Kentucky** faculty and students at least once a year during your term as R & S Chair. You are the leader; communicate, educate, inspire, motivate, share.

**\*Improve the transition between service terms.** Produce a one, two, or more pages about your R & S area to pass along to your successor. Add this to your notebook as well your newsletter articles and state/divisional/national reports. Pass it along.

**\*Write and submit a column to be published in the *Kenductor*,** Kentucky's newsletter published in January, May and September. The column might be an original article or an article worthy of reprint for which you have received permission for the reprint. The column might be a schedule of performances in your area of responsibility or it might be a review of music for your performance area. You might review or advertise the events you are producing for faculty and students in your area of responsibility.

**\*Seek to gain KY ACDA membership with faculty in your area.** Money from ACDA National is based on state membership. Work with your leadership to produce conferences and workshops that will meet the needs of faculty in your area. Help leadership use the membership allotment most wisely.

### **PLUS**

**\*Attend KY ACDA, Divisional, and National meetings** to represent fully your area of responsibility. Help leadership set the direction for your two years.