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

| Office: | Chair, Trails Committee |
|-----------------|--|
| Basic Function: | Coordinates all trailwork activities. Represents members of the Trail Committee at the Executive Board meetings. |

Major Responsibilities:

- Establish and chair Trail Committee
- Oversees the coordination of all trailwork projects.
- Runs Trail committee meetings, providing leadership and assistance to those planning trailwork activities.
- Ensures that all pertinent information on upcoming trailwork is provided to the Breeze and the Outdoors within appropriate time limits.
- Coordinates and actively participates in trailwork education programs and workshops. When appropriate, coordinates activities with the Conservation Committee.
- Maintains and inventories chapter tools and equipment used for trail work
- Prepares an annual report for the Trails Committee which is presented at the Chapter Annual Meeting.
- Prepares an annual budget for the Trails Committee