



Volunteer Skills Register of the Reflexology Association of Australia

- National Board of Directors
 - President
 - Vice President
 - Secretary to the Board
 - Treasurer
 - Sub Committees
 - ❖ Continual Professional Training
 - ❖ Research
 - ❖ Footprints Journal
 - ❖ Education
 - ❖ Work Health and Safety
 - ❖ Promotions

- Company Secretary

- Web Administrator

- National Conference Committee
 - Convenor
 - Secretary
 - Accounts person
 - Advertising
 - Sponsorship
 - Speakers organiser

- AGM
 - Convenor
 - Secretary
 - Accounts person
 - Advertising
 - Sponsorship
 - Speakers organiser

- Office Assistance
 - Packing Footprints

- State Branch Committees
 - South Australia
 - ❖ Chairperson
 - ❖ Vice Chair
 - ❖ Treasurer
 - ❖ Secretary
 - ❖ Newsletter
 - ❖ Fundraisings
 - ❖ Venue Coordinator
 - ❖ General

 - Tasmania
 - ❖ Chairperson
 - ❖ Vice Chair
 - ❖ Treasurer
 - ❖ Secretary
 - ❖ Newsletter
 - ❖ Fundraisings
 - ❖ Venue Coordinator
 - ❖ General

 - Western Australia
 - ❖ Chairperson
 - ❖ Vice Chair
 - ❖ Treasurer
 - ❖ Secretary
 - ❖ Newsletter
 - ❖ Fundraisings
 - ❖ Venue Coordinator
 - ❖ General

 - New South Wales
 - ❖ Chairperson
 - ❖ Vice Chair
 - ❖ Treasurer

- ❖ Secretary
- ❖ Newsletter
- ❖ Fundraisings
- ❖ Venue Coordinator
- ❖ General

➤ Queensland

- ❖ Chairperson
- ❖ Vice Chair
- ❖ Treasurer
- ❖ Secretary
- ❖ Newsletter editor
- ❖ Fundraisings
- ❖ Venue Coordinator
- ❖ Events Coordinator team
- ❖ Welcoming mentor
- ❖ General
- ❖ Speakers and Workshop Coordinators

➤ Victoria

- ❖ Chairperson
- ❖ Vice Chair
- ❖ Treasurer
- ❖ Secretary
- ❖ Newsletter
- ❖ Fundraisings
- ❖ Venue Coordinator
- ❖ General

This document is by Director Susan Jean Ramsey Portfolio CPT March 2015

To be reviewed annually each March by the Directors. List all volunteer duties

The Reflexology Association of Australia is a member of

Volunteering Australia <http://www.volunteeringaustralia.org>

**Proudly there are over 60 Volunteers
Donating their time and skills to the RAoA**