

The Social Coordinator shall:

- A. Function as the primary developer and planner for WCC social events, using a bicycle-related theme where possible;
- B. Submit social event ideas to the Executive for approval;
- C. Survey Members on social event preferences or feedback as required; said surveys shall require the prior approval of the Executive;
- D. Organize approved social events, capturing essential items such as time and location, advertising posters, website and email texts, reservations, tickets, meeting points, carpooling, and costing models;
- E. Where required or requested, host the approved social event;
- F. Coordinate with the Communications Director and Webmaster for dissemination of approved social events on Club media;
- G. Attend Executive meetings when so requested;
- H. Report the results of social events to the Executive, including number of attendees, finances, and comments.