

Arts and Graphics Chairperson (minimum 1 year clean time required)

1. Designate vice-chair and subcommittee members where practical.
2. Maintain current and accurate financial records.
3. Prepare and present current status reports to the NEFASR committee.
4. Retain original and electronic copies of all artwork used and created for each retreat.
5. Maintain names, addresses, phone numbers, emails, website addresses, etc. of all vendors for future use.
6. Organize and run the NEFASR logo contest, banner printing, and all signage used during the retreat.
7. Upon completion of the logo contest present three designs to the NEFASR committee for the winner to be approved.
8. Ensure that one free NEFASR T-shirt is awarded to the retreat logo contest winner, in coordination with the merchandise subcommittee chair.
9. Be responsible for the placement, collection, and creation of all directional road signs as well as signs and banners on the campgrounds.
10. Supply artwork to the merchandise and registration subcommittees for NEFASR merchandise and registration gifts.
11. Supply artwork to other NEFASR subcommittees as needed.
12. Obtain signed artist releases for all artwork used by the NEFASR.
13. Create and maintain the NEFASR shadow boxes, including storage, and create new shadow boxes as needed.