

## **Position Title: Publication Committee Member**

**Supervisor:** Publication Committee Chair

**Location:** Portage Public Library, Portage, WI

**Purpose:** Publications committee members make recommendations regarding WWOA's quarterly magazine and any other articles to appear on WWOA's behalf. Members are also encouraged to write and submit articles for the magazine.

### **Duties & Responsibilities:**

- Lead discussion on about three articles submitted for review per meeting – the publication chair will work with you to discover your interests and expertise to assign you appropriate articles
- Engage with fellow committee member and general membership regarding magazine feedback and potential issues
- Seek articles for review

### **Qualifications & Skills:**

- A variety of backgrounds and experiences to create a well-rounded magazine for the membership
- Ability to read and review forestry-related articles
- Interpersonal skills and the ability to work in a team-oriented, diverse group

**Length of commitment:** Preferred one year commitment

**Days/times volunteer is required:** Meetings are in March, June, and December of each year. Each meeting generally lasts 4-6 hours.

**Benefits to the volunteer:** Stay up to date on current forestry news and research

**Training provided or other details:** Training is provided by fellow committee members and committee chair

Prepared By: Elise Worthel, volunteer Coordinator (2015-2016)      Date: December 15, 2015