

CVWGC Board and Committee Job Descriptions

Job Title: HSTP Co-Captain

Last Modified: 10/26/19

| General Responsibilities | Specific Duties/Comments | Dates (If Applicable) |
|--------------------------|---|-----------------------|
| HSTP Meetings | <ul style="list-style-type: none"> Attend and represent the CVWGC at the semi-annual HSTP Captains meeting Report news to CVWGC members at Board and General meetings | Bi-Annually |
| CVWGC Board | <ul style="list-style-type: none"> Attend monthly Board and General Membership meetings with HSTP Captain | Monthly |
| Qualifying Rounds | <ul style="list-style-type: none"> Assist the HSTP Captain with monthly Qualifying round duties Fill in for HSTP Captain when necessary | Monthly As Needed |
| HSTP Tournaments | <ul style="list-style-type: none"> Assist the HSTP Captain with monthly Tournament duties as requested Fill in for HSTP Captain when necessary | Monthly As Needed |
| Hosting HSTP Tournament | <ul style="list-style-type: none"> Assist the HSTP Captain with tournament hosting responsibilities | Biennial |

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