

## FAN JOB DESCRIPTION

### Historian

Creates a pictorial documentation of FAN's meetings, activities, and events during the year. A selection of these photos is used to create a "Memory Book" which is presented to the President at year-end.

- Takes photos at General Meetings, Board Meetings, and FAN activities and events she attends
- Requests photos from activity group leaders and event chairpersons
- Collects photos, news clippings, programs, etc. which feature FAN events and activities
- Creates album/scrap book using items collected
- Presents Memory Book to retiring President at May Transition Luncheon