

PPC RATING CHAIR

JOB DESCRIPTION

1. Recruit and supervise the Rating Committee members.
2. Communicate the Club rating process to all members.
3. Coordinate with the Website Administrator to upload the current rating process to the website.
4. Keep records of all PPC member ratings.
5. Receive email notifications when members request a rating via the PPC website.
6. Coordinate with the Website Administrator to obtain a listing of members and their self-entered ratings.
7. Communicate rating changes to the Captains of the levelled activities.
8. Prepare, when requested, a report to be given to the Programming Chair.