



DISTRICT MASTER Job Description & Responsibilities

Responsibilities

Rule 9 states: "There shall be six Districts of the Association ... each holding at least three meetings yearly. The first of the three shall be the Annual District Meeting at which shall be elected four Honorary Officers. These shall be District Master, Deputy District Master, and either a) District Secretary and District Treasurer (two persons) or b) District Secretary and Treasurer (one person) and one representative to serve on the Executive Committee. All District officers shall be at least 18 years of age. The General Secretary shall be notified, in writing, of these appointments immediately."

Rule 11 states: "District Masters shall be responsible for the conduct of affairs of their Districts."

District Officers are members of the Executive Committee and are expected to attend the meetings of that Committee and participate in the decision-making processes. All members of the Executive Committee are charity trustees under the Charity Act.

The Role

Whilst the role may vary slightly from District to District, the main tasks are as follows:

- To agree agenda items for District meetings with the District Secretary
- To chair District Meetings, both quarterly and Annual (ADM) and approve the minutes thereof
- To run, or delegate the running of the ringing at practices and meetings, ensuring that each person present has a chance to ring
- To attend Association Committee Meetings
- To be altogether responsible for the affairs of the District
- To obtain judges and stewards for the District 6 Bell Striking Competition and any other competitions held within the District, and to be in charge on the day, ensuring that the Rules are adhered to
- To obtain judges and stewards for the Association 6 Bell Striking Competition Finals and Inter-District 8 Bell Competitions when held in their District
- To arrange the District 8 Bell competition band and arrange any practices
- To write a District Master's report for the ADM, itemising events for the previous year
- To aim to visit all towers in the District on their practice nights at least one a year
- To encourage training at all levels within the District
- To arrange representation of the District at funerals of deceased members
- Encourage membership of the Association and the achievement of its aims and objectives.