



Missouri Federation of Republican Women

FOUNDED 1930

AFFILIATED WITH THE NATIONAL FEDERATION OF REPUBLICAN WOMEN

HISTORIAN

JOB DESCRIPTION:

- * Serve as a resource person for District and Unit Club Presidents and their Historians, encouraging local clubs to keep written histories;
- * Review MoFRW's history as it now exists;
- * Add materials as they become available to the history;
- * Submit an annual update for the files;
- * When possible, obtain oral histories from past MoFRW Presidents and from the current president as she leaves office;
- * Be available as a speaker for District and Unit Clubs, as requested;
- * Submit timely information for MoFRW President for distribution to unit clubs;
- * Submit a written report of the committee's activities for each meeting of the Board of Directors;
- * Compile a file or notebook of pertinent information for reference and pass it on to your successor.