

Kansas Capital Quilters Guild
SECOND PROGRAM CHAIR (Next Year) Job Description

1. Plans, organizes and implements programs and workshops for the following calendar year.
2. Represents the Guild at Heartland Quilt Network and finds replacement if unable to attend the meetings.
(Note, the permanent contact person for the Heartland Quilt Network will be chosen by the President).
3. Progresses to First Program Chair following their term of office.
4. Coordinates program and activities with First Program Chair as needed.
5. Assists First Program Chair as needed.