

<b>MCM Champion title:</b>	Field Day Director (Field Day Chair)	<b>Minimum Requirements:</b>	RTAA Financial Member
<b>Location:</b>	National	<b>Dedicated timings:</b>	March/April every two years.
<b>Time Commitment over the term:</b>	Fortnightly Executive Committee teleconference (30mins/fortnight) 2 x Management Meetings (3 hours) 1 x AGM (1.5 hours) 1 x Monthly Field Day meetings (attendance via Teleconference) 1 x Field Day Event (2 days every 2 years)		
<b>Length of Term</b>	12 months	<b>Term Expires</b>	November 2019
<b>Nominations Accepted by: EMAIL:</b> <a href="mailto:businessmanager@rtaa.org.au">businessmanager@rtaa.org.au</a> <b>Or online via the nomination portal</b>		Nominees will be voted at the AGM	
<b>Role Description</b>			
<p><b>EXPECTATIONS</b></p> <ul style="list-style-type: none"> <li>The Field Day Director will chair the Field Day Organising Committee. They will work closely with the Business Manager and dedicated Event Team to ensure a seamless and successful Field Day Event.</li> </ul> <p><b>RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>Attend Field Day Organising Committee (FDOC) Meetings to provide guidance and input</li> <li>Attend the Field Day Event and assist the Event Team with coordinating its delivery</li> <li>Executive decision maker and approvals in line with the RTAA's objectives and budget with advice from the FDOC</li> <li>Proactively seek sponsors and exhibitors with the support of the Business Manager</li> <li>Proactively look for marketing and advertising avenues within budget</li> <li>Assist in the promotion of the event through their networks and social media</li> <li>With consideration to the RTAA membership database and budget, the Field Day Director will be a pivotal decision maker in planning and coordinating the following; <ul style="list-style-type: none"> <li>Floorplan</li> <li>Presentation program and speakers</li> <li>Demonstration program</li> <li>Communications and promotions</li> <li>Catering</li> <li>Logistics (bump in and out)</li> <li>Sponsorship and exhibition</li> </ul> </li> </ul> <p><b>Opportunities and benefits</b></p> <ul style="list-style-type: none"> <li>Your organization will receive a 50% discount on an indoor 3m x 3m booth at the Field Day</li> <li>Complimentary 2 x tickets to attend the Field Day Dinner</li> <li>RTAA Directors are offered complimentary or discounted tickets to other rail events</li> <li>Personal achievement and reward for giving back to the industry with the support of sharing knowledge and supporting the RTAA's key objectives</li> <li>Networking opportunities that result in greater technical support network and career prospects</li> <li>Increased technical and leadership prowess and continuing professional development points to</li> </ul>			

relevant affiliated professions (e.g. Engineers Australia)			
Reviewed By:	Thomas Kerr	Date:	4/10/2018
Approved By:	Thomas Kerr	Date:	4/10/2018
Last Updated By:	Lynne Greenaway	Date/Time:	4/10/2018