



## QPLA Executive Board

### POSITION DESCRIPTION

<b>Position Title:</b>	<b>Regional Representative</b>
<b>Type of Employment:</b>	<b>Voluntary</b>
<b>Classification:</b>	<b>Executive</b>
<b>Term</b>	<b>One year</b>
<b>Method of Appointment</b>	<b>By nomination</b>
<b>Eligible to Vote at Board Meetings?</b>	<b>Yes</b>
<b>Time Commitment</b>	<b>1-5 hours per week</b>

Queensland Public Libraries Association is an independent body made up of members from Rural and Independent Library services across the state. QPLA works with Australian Public Library Alliance, the State Library of Queensland and other national bodies to ensure our public libraries grow and develop and remain anchored in the communities they serve. We use our website and other social media tools to maintain contact with our membership. QPLA's PD events and conferences provide access to high quality learning and networking experiences and as a member of the Board you will be involved in the planning, decision making and delivery of these events.

### Regional Representatives

Four Regional representatives are elected to the Executive Board. Their specific duties are:

- maintain communication with members within their designated region, keeping them informed of Association activities, and seeking their input on matters affecting public libraries
- organise regular meetings of members within their designated region
- ensure notes of regional meetings are recorded and forward to the Association Secretary
- represent the view of members within their region to Association meetings
- report to Association meetings on public library activities within their region

- attend all QPLA meetings, either in person, or by teleconference
- attend QPLA Annual Conference, undertaking any duties as requested by the QPLA Executive
- liaise with the librarians in the area you represent by attending regional meetings, communicating by telephone and email
- provide feedback on QPLA matters to regional groups
- endeavour to promote QPLA at any opportunity.

## Organisational Relationships

