



# Gulf Coast Garden Club Position Description Form

**Position Name**

**Chair - Flower Show**

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Committee Name: Flower Show

## Position Overview:

- Interface with GCGC President to obtain official GCGC membership approval to sponsor Flower Show.
- Determine and agree on scope/category of the Flower Show.
- Carefully review the Handbook for Flower Shows, Standard Flower Show to fully understand Flower Show rules, definitions, organization, etc.
- Determine date and location of Flower Show.
- Form and meet with Flower Show Committee consisting of Schedule, Staging, Entries, Classification, Placement, Judges, Clerks, Consultants, Awards, Publicity, Hospitality, Special Exhibits.

## Skills/Abilities/Other Requirements:

Knowledge of Handbook for Flower Shows.  
Computer skills  
Knowledge of skills and abilities of Club members in order to form knowledgeable and effective Flower Show Committee.  
Planning, Organizational, Interpersonal and Project Management Skills

## Essential Position Functions:

See attached.

Print Form

Rev. **12/15**