

Dear Neighbors,

The Vision Team, with the wisdom that we've derived from a dropping a few balls here and there, has created a new job description. I am happy to accept this gig until the end of our trial period, September. As your 'process point-person', I'll work alongside Whitney, your 'proposal-point-person'. Here's the job description. Let me know what I can do for you!

Christine

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Process point-person & proposal point-person together will spearhead administrative changes within the Vision Team. The VT process point person's job is to consistently prevent things from falling through the cracks.

Responsibilities:

1. Relay community members agenda item requests to the appropriate facilitators
2. Follow up with affected individuals on VT decisions or lack of decisions prior to the publication of minutes
3. Find out answers to questions from community members about VT business
4. Reply to community members on how they are to get something accomplished or to whom they are to report information.
5. Poll VT members on questions which need to be answered prior to a scheduled meeting
6. Organize 'special meetings' if required

7. With proposal point person, keep on top of proposals in process

8. Respond to VT members concerns with "communication team" liaisons