



## ***MMEA Historian***

**POSITION SUMMARY:** The MMEA Historian shall be in charge of obtaining articles/artifacts of interest and maintaining documentation pertaining to the history of MMEA. The Historian is in charge of updating, safeguarding and maintaining the MMEA archives.

### **Position Responsibilities:**

- Collect and maintain all documents of historical significance to MMEA.
- Coordinate the MMEA History Room at the Annual MMEA In-Service Workshop/Conference.
- Administer and preside over the MMEA Service Award.
- Maintain and upgrade the MMEA archives.
- Attend MMEA Board of Director Meetings (May, August)
- Submit four articles for the Missouri School Music Magazine (February, April, August, November)

### **Qualifications:**

- Candidates for MMEA Historian must hold certification from the Missouri Department of Elementary and Secondary Education in Instrumental or Vocal Music Education.
- The MMEA Historian must have served in the field of music education for a minimum of ten (10) years.
- The MMEA Historian must be a member, in good standing, of MMEA and NAfME.

### **Terms of Position:**

- The MMEA Historian is a member of the MMEA Advisory Council.
- MMEA Advisory Council Members are appointed by the MMEA President and approved by the MMEA Board of Directors.
- MMEA Advisory Council Members serve two-year terms coinciding with the MMEA Board of Directors' term.
- MMEA Advisory Council Members serve as non-voting members of the MMEA Board of Directors

### **Compensation:**

- Mileage for meetings in May and August.