

## **Public Relations Chair Position Description**

### **According to Chapter Constitution**

The Public Relations Committee shall be responsible for notification of meetings and exhibitions through the media including newspapers, bulletins, and television. The Committee shall endeavor to have an official press photographer present at regular meetings and to keep the public aware of the goals of Ikebana International. The Public Relations Chairperson shall send copies of all publicity items and photographs of programs or exhibitions to Ikebana International Headquarters for the permanent Chapter records. These shall accompany Chapter Activity Report Form.