**General Member Roles**

**GOATS**: Grip, Ostiary, Advocate, Transport, Scribe

Members of the General Membership

RESPONSIBILITIES: Per Event/Per Meeting, One-And-Done Type Roles

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|  | **Grip:** Help carry or move furnishings and/or implements for Rituals and Fairs. Always lift directly up and set directly down. Do not drag furniture nor put furniture up on edge to avoid denting floor. Keep furnishings at least 4” away from walls to avoid marking walls. Never place chairs in front of sliding glass doors. Never block fire exits. Never place candles near curtains nor within three feet of the ceiling. Beware of hazards. Follow direction of object owner. |
| Handshake | **Ostiary (and their assistants):**   |
|  | Ritual Usher: Direct people in and out of ritual. Remove attendees to the vestibule or anteroom when directed to do so. *Take direction from the Facilitator for that particular event.* |
|  | Warder: Greeter. Answer the door. Walk people out when they are leaving. Let them know where to put their personal belongings and if they need to remove their shoes. Sentinel: Let Host know if there is an issue with someone at the door. Keep an eye on if there is an emergency and sound the alarm, alert the host, or call 911 if needed. |
|  | Hospitality: Familiarize people with the public portions of the facility, including what hospitality is offered at that event. (e.g. Beverage Cart, Bathroom, Sleeping Quarters if they had pre-arranged to stay overnight.) Direct people to Guest Parking. *Take direction from the Host for that particular event.* |
|  | House Rules: Make attendees aware of any special house rules for that particular facility as determined by the Host. Remind them as needed.  |
|  | **Advocate**:  |
|  | **Master of the Pan Pipes**: Attendance/Alignment/Promulgation. Drives attendance. Alignment: Ensures everyone gets a least a little of what they want. Tries to be sure folks get events around their desired topics. Gets the word out. Promulgation (looking for those who are looking for us. NO convert.) |
|  | **Facilitator:** Lead a class, discussion, workshop, ritual, or outing. |
|  | **Topics Champion:** Devise fun and interesting things that members would want to do together. |
|  | **Travel Coordinator** |
|  | **Transport:** Carpool or provide transportation for events when needed if mutually agreeable. |
|  | **Share Lodgings:** Where appropriate and mutually agreeable with members also travelling to events in order to reduce cost. |
|  | **Scribe**: Take meeting minutes (posted same day as meeting took place – while fresh in mind). Strive for complete, accurate, and timely minutes. |