

QSL Manager — or — Events Coordinating Team

Special Events

Perrin Field Special Event

Red River Bridge Special Event

Eisenhower Birthday Special Event

Duties:

- set the dates
- reserve 1x1 call signs with FCC
- edit and manage the qrz.com page
- maintain the club logbook of contacts made
- handle QSL cards (order, fill out and return to those who request them, check the PO box)

POTA:

- maintain the club's POTA account
(registered with K5GCC call sign)
- file contacts for credit within POTA system

Awards:

- when club qualifies, receive and store

ADIF files and QSO logging

- must know these formats
- it's not hard

LOTW

- logbook of the world
- maintain club's account

Club Newsletter

- write articles about special events
- write articles about our hobby
- Lee's were always fun and informative

Additional Event Planning

- Winter Field Day
- Summer Field Day
- Spring Picnic or Campout
- Fall Picnic or Campout
- Christmas Party