



## **Job Description – Bridge Buzz Editor**

### General

The Bridge Buzz editor collects input from the Board, Club Owners, Directors, select teachers; experts and interested members pertinent to their expertise and publishes the Unit Bridge Buzz magazine twice yearly.

The intent is to keep Unit members apprised of all significant events during the previous six months including special achievements; milestones; expert opinions on aspects of the game and other items of interest.

This publication is not intended to advertise any commercial issues for members or bridge teachers.

### Specific tasks

1. Determine publication dates for the upcoming year.
2. Prepare articles for each issue.
3. Publish the Bridge Buzz.
4. Distribute an adequate number of paper copies to ACBL-accredited clubs in Victoria.
5. Prepare a pdf for inclusion on the Unit's website Bridge Buzz page.
6. Perform other related tasks as assigned by the President from time to time.