**Job description of OMAA Regional Representative**

1. Keep an up to date list of OMAA membership in your area
2. Encourage Orientation and Mobility instructors to join the OMAA
3. Organise and promote social and professional meetings 2-4 times per year
4. Bring to the membership’s attention any issues, projects and ideas that may arise in the OMAA
5. Discuss with members any opportunities for developing professional skills and interests
6. Encourage healthy communication through:
* OMAA Website – promote the website and identify ways to make the website more useful/accessible. Direct resources to website for posting.
* OMAA Blog – promote use of Blog and identify and share local activities.
* Promote professional development opportunities – conferences, workshops, etc
* Participate in special interest groups and projects as able.
* Attend OMAA Council meetings via teleconference - provide summary report on the above at twice yearly meetings.
* Attend OMAA Annual General Meeting via teleconference.

February 2013