

PR ROLE DESCRIPTION – DRAFT POLICY – Suggested changes – Oct 26<sup>th</sup>, 2024

Suggested to keep the general description and add:

“The role specifically involves but is not restricted to the following:

- Check organisations for currency of NA details on their websites eg Qld Health, Lions Club, Salvos, QNADA etc
- Support and respond to groups about setting up a PR group
- Provide interested GSFs with posters, business cards and stickers; and recommend NA literature
- Co-ordinate NA Week
- Seek approval from the NANASA Board of major projects and provide costings to the Treasurer of every purchase.
- Provide presentations to outside organisations
- Have a Social Media “arm” of PR.
- Liaise with the H and I Co-ordinator and Regional PR Chair