

Mic Coordinator

➤ 1 member

Job Description

- Ensure all 3 mics are functioning first thing in the morning
- 1 mic fixed for presentations
- 1 mic with the President
- 1 mic with Mic Coordinator
- As the president announces the 30 seconds presentation (this will be right after the business card box), grab the mic from the podium and be ready to pass to the first and second speaker
- Check with President in the morning the order of 30 seconds
- After the members and visitors have spoken, put 1 mic back for the 5 minute speakers and carry 1 mic with you and hand it to Ramesh
- The referral section usually sees the presentation mic passed down from the 5 minute speakers, be ready with your mic in case this order is changed or the last presenter did not carry it along
- Visitors to share their positive experience (right after the referral section). This is usually in random order so 1 mic should be good