



Maritime Warfare School

Officers' Association
HMS COLLINGWOOD
Newgate Lane
FAREHAM
PO14 1AS

HMS COLLINGWOOD OFFICERS' ASSOCIATION COMMITTEE MEMBERS JOB DESCRIPTION

COMMITTEE MEMBERS POSITION: WARDROOM MESS COMMITTEE MEMBER

PRIMARY RESPONSIBILITY:

- a. Act as OA representative on HMS Collingwood Wardroom Mess Committee.
- b. Co-ordinate OA Lunches
- c. Act as OA pass co-ordinator in the absence of OA Sec.

PRINCIPLE TASKING:

- a. Attend Wardroom Mess Committee Meetings.
- b. Attend OA AGM and Committee Meetings
- c. Co-ordinate OA AGM and Xmas lunches.
- d. Facilitate Pass renewal in the absence of OA Sec.

MISCELLANEOUS:

- a. Co-ordinate SD L&R Lunches.

COMMITMENT: 232 hours per year (including 84 hours for SD lunches)

D L Howe
Lt Cdr RN
Acting A/Secretary

