

Kingdom of Northshield-Regional Seneschal Position

The Regional Seneschal Position is a deputy officer for the Kingdom Seneschal. In Northshield there are three regional deputy Seneschal Positions, Lakes, Plains and Woodlands.

Regional Deputy Seneschals report directly to the Kingdom Seneschal. Regional Seneschals should live in the region they are the seneschal for.

They are responsible for:

- Collection and compiling of quarterly and doomsday reports, relaying pertinent information to the Kingdom Seneschal
- follow up with groups who do not adhere to reporting schedules and request report completion.
- be the advocate and voice for the region the deputies serve.
- regional seneschals are the second point of contact after local seneschals have been contacted.
- regional deputies also assist Kingdom Seneschal in the formation of new polices and suggestion of edits to existing policies to be reviewed further by the Crown and the Stallari council.
- Mediation of potential disagreements in local groups to seek satisfactory resolution
- attending meetings and events on local, regional, kingdom and society level is encouraged to continue in the administration of the kingdoms duties and be a representative of the Kingdom

Time Commitments

- This position will require about 10 hours a month in administrative duties including reviewing reports, replying to emails and reporting to the Kingdom Seneschal.
- From December through January there will be an expected additional 5 hours per week, with perhaps more time needed in the completion and compilation of Doomsday Reports.

Key Skills

This position requires excellent organization and time-management skills. Multitasking is also very important, as are interpersonal skills to work with both officers and members of varying degrees of capability. Problem-solving is needed to quickly deal with potential group conflict issues.

- Working well with others
- Data organization to keep lists of completed reports and contacting non reporting groups to complete reports
- Multi-tasking
- Scheduling
- Summarize and compile reports after reporting schedule complete.
- Ability to diplomatically reach out to local groups as needed.

