

HELP WANTED!



PCASA are looking for help with the following tasks.

- To type up minutes from a recording.
- To approve, schedule, and share links for zoom meetings as requested by Clubs/Zones
- To update and maintain the record of all the State Championships via paper and USB.

You will require access to a computer with internet access and an understanding of word and excel.

High level of confidentiality required.

Contact Ann Olsen ann.olsen@bigpond.com 0439202096 for more information on request.