



ASSOCIACIÓ KEEP CALM BARCELONA

# VOCAL

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Role Overview

ROLE ONE-PAGER

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## WHAT KEEP CALM IS

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Keep Calm is Barcelona's welcoming home for English speakers to stay active, make friends, and belong, powered by volunteers who care more about community than competition. We run padel, tennis, ping pong, volleyball, badminton, hiking, running, and more, inclusive and open to all abilities. We're now registering as a formal non-profit association so we can hold a bank account, apply for grants, and give the community legal continuity beyond any one person.

## WHAT THE ROLE DOES

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Vocal is the lightest and most flexible of the four board roles by design, it's whatever the board needs, plus a specific liaison job.

- Attends the board's quarterly meetings and the Annual Assembly
- Acts as the board's point of contact for one or more activities (e.g. Padel, Volleyball), staying loosely in touch with that activity's organiser
- Relays anything worth the board's attention from that activity
- Picks up other tasks the board assigns, and can stand in for another board role if needed

## TIME COMMITMENT (ESTIMATE, NOT FIXED)

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The lightest of the four roles: **1-2 hours a month** in a typical month, mostly meeting attendance plus occasional check-ins with whichever activity you're liaising for.

## WHAT HELPS IN THIS ROLE

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- No special background needed, this is a good entry point onto the board
- Reasonably good communicator, since the main job is relaying things between an activity and the board
- Reliable at showing up to the quarterly meetings

## TERM

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One year, unpaid, can be re-elected. Several people hold this role, so tasks can be split by activity or interest.