

Staff listing for large events

Compiled by [Baroness Brighid Ross](#)

Steward <i>Also known as Event Steward or Autocrat</i>	Coordinates all the positions. Ultimate responsibility for the event.
Site Liaison	Deals with the Site Owner. Coordinates site related issues i.e. Biffies, Roads, On site traffic issues, Garbage.
Marketplace Coordinator <i>Also known as Merchant Liaison or Merchant-crut</i>	Coordinates all merchants and plots out the market place.
Royal Liaison	Contact person for all Royalty. Responsible for facilitating Their needs for the event.
Publicity Coordinator <i>Also known as Public Relations</i>	Handles all publicity, online, Crier copy, and fliers. Works with Website Designer, and Site Handout Coordinator.
Website Designer	Creates and maintains the Event Website.
Site Handout Coordinator	Responsible for writing and printing of Site Handout.
Meeting Coordinator	Coordinates all peerage, order, and miscellaneous meetings that will happen at the event.
Kingdom Office Liaison	Contact person for all Kingdom Officers. Acts as Liaison between Kingdom and Baronial Officers, responsible to facilitate the needs of the officers to ensure that each has everything and or everyone they need to run their part of the event.
Gate Coordinator	Manages the Gate. Responsible for scheduling, sign in books, training of gate crews. Works with Baronial Exchequer regarding money control for gate.
Camp Master <i>Also known as Landmaster</i>	Manages the camping area, takes large household reservations, and decides when overflow camping areas should be utilized.
RV Coordinator	Takes RV reservations and coordinates their set up.
Parking Coordinator	Responsible for all SCA parking and set up.
Volunteer Coordinator	Works to provide volunteers for all aspect of the events. Coordinates with all Baronial and Kingdom Officers, and funnels volunteers in their direction.
Eric Coordinator <i>As known as List Field Coordinator</i>	Manages the eric area and takes reservations for Baronial pavilions. Works with Earl Marshal to Design layout of erics, Kingdom Pavilions, and Baronial Pavilions. Handles all Eric reservations.
Marshal In Charge (MIC)	The Marshall is responsible for all aspects of fighting over the weekend. They are responsible for recruiting marshals for all tournaments.
Chirugeon	Responsible for all chirugeonatte activities, and recruiting team members.

Lists	Responsible for setting up the list table, and conducting the lists for the Armored and Rapier Championships. They are responsible for recruiting and training list runners and any additional help they need.
Herald In Charge (HIC)	Responsible for recruiting and coordinating all field heraldry and any town criers.
Water Bearer	Responsible for all water bearing equipment, it should be sanitized, and ready for use. Responsible for waterbearing during the tournaments.
Children's Activities	Coordinates with Kingdom Family Activities Officer to provide Children's activities during the event.
Archery Activities	Responsible for all archery related and thrown weapons activities. They are responsible for scheduling all tournaments, etc. Responsible for letting the Autocrat team know how many bales of straw they will need to run both the archery and thrown weapons competitions.
Equestrian Activities	Responsible for all equestrian related activities. Facilitates the needs of the equestrians and their horses. They are responsible for scheduling all tournaments, etc.
Rapier Activities	Responsible for all rapier related activities. Facilitates the needs of the rapier community. They are responsible for scheduling all tournaments, etc.
Arts and Science Coordinator	Responsible for the organization of any Arts and Sciences competitions, demonstrations, or displays during the weekend. They are responsible for arranging for the Kingdom Arts and Science Pavilion, if it is desired.
Set up Coordinator <i>Also known as Load-In Coordinator</i>	Responsible for recruiting and managing a crew of people to set up erics, pavilions, kitchen equipment etc. associated with the infrastructure of the event.
Clean up Coordinator	Coordinates volunteers to make sure site is clean at the end of the event.

