

### Core Roles

Some roles are special and are needed for the circle to function.

#### Circle Lead

Represents the circle externally  
Sets priorities & strategies  
Allocates resources  
Updates roles at the request of other roles

#### Facilitator

Maintains order in meetings  
Answers questions about procedure

#### Secretary

Schedules meetings  
Records outputs of meetings  
Interprets governance when needed



### Dynamic Roles

All other roles are *dynamic* and created by the *Circle Lead* as part of the circles *Governance*.

*Grant Writer*

*Finance*

*Project Manager*

*Software Developer*

*Customer Service*

*Catering* *Website Manager*

*Copywriter*