

7th Michigan Volunteer Infantry, Company B, Inc
JOB DESCRIPTION
(September 2011)

TITLE: CORPORATION HISTORIAN

PURPOSE: To collect, organize and preserve the artifacts and history of the corporation

AUTHORITY: Appointed by the president

TERM: 1 year

DUTIES:

1. To maintain, catalog and safeguard historical information and artifacts of the corporation
2. To develop and maintain displays for events and educational functions
3. Report monthly to the board on progress/needs/financial needs