



## Organization and Management of Critique Groups

### Critique Group Coordinators

Appointment of Critique Group Co-Coordinator

- Appointed by president
- Team-oriented

Duties and responsibilities

- Work with each other to respond to member emails, questions, problems
- Work with critique group leaders to find the best fit for members

Accountability

- Attend monthly at Board Meetings

### Groups

Formation of critique groups

- Questionnaire to determine best fit

Critic group focus

- Provide feedback on work in to prepare for submission for publication

Critique group size

- Minimum four (4) members

Monitoring

- Coordinators make periodic visits to new groups.
- Critique group leaders attend group leader meetings (February and August)

### Critique Group Leaders

Appointment of Critique Group Leaders

- Appointed by Coordinators based on experience and leadership qualities

Duties and responsibilities

- Provide a place to meet (or find suitable location)
- Email members about upcoming meetings
- Verify all members are WOK Members
- Attend WOK meetings (one per quarter required)
- Attend Critique Leader Meetings (one per year required)