

**Chronus Draconum, Extra Edition | April 2023**

**Barony of SunDragon, Kingdom of Atenveldt**

**Serve your Barony, Serve your Kingdom!**

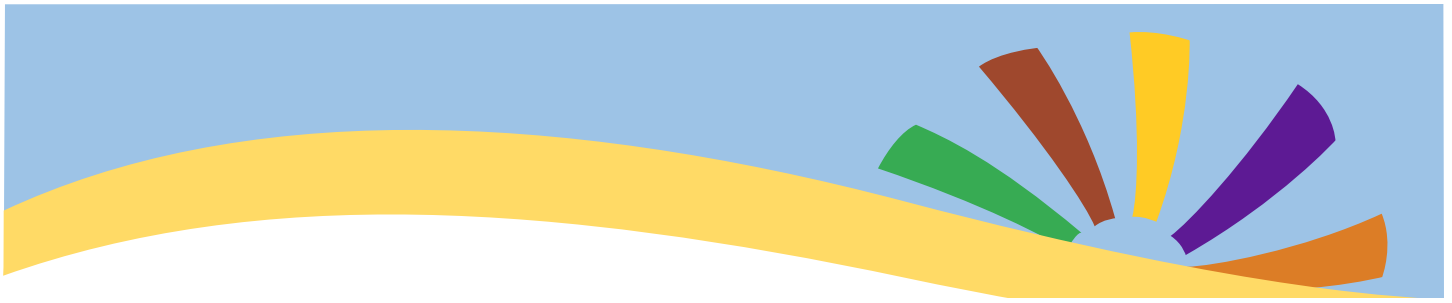
It takes a lot of people to run a Barony well. We need you to make that happen. SunDragon has several positions that are open and ready to be filled. If you have any questions, please ask a current or past officer. We would be happy to answer any questions you have.

To submit a letter of intent simply email the Baroness & Baron ([sundragoncoronet@atenveldt.org](mailto:sundragoncoronet@atenveldt.org)) and BSD Seneschal ([sundragonseneschal@atenveldt.org](mailto:sundragonseneschal@atenveldt.org)) stating that you would like to be considered for the position. Don't forget to include both your SCA and mundane names, membership id number, a working phone number, and local address.

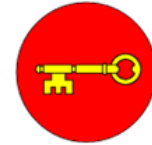
The following officer positions are open and need to be filled to ensure the barony keeps running smoothly.



**Extra! Extra!**



# Seneschal



The Barony is seeking someone to fill the office of Seneschal. The Seneschal's office handles the business side of our dream. These individuals compile monthly reports, run the officer's meeting, sign contracts, maintain warrants, and more.

Here are just a few of their responsibilities:

- Monthly Reports to the Kingdom Seneschal and Baroness and Baron

- Signing contracts for event spaces

- Run the monthly meetings for the officers and populace.

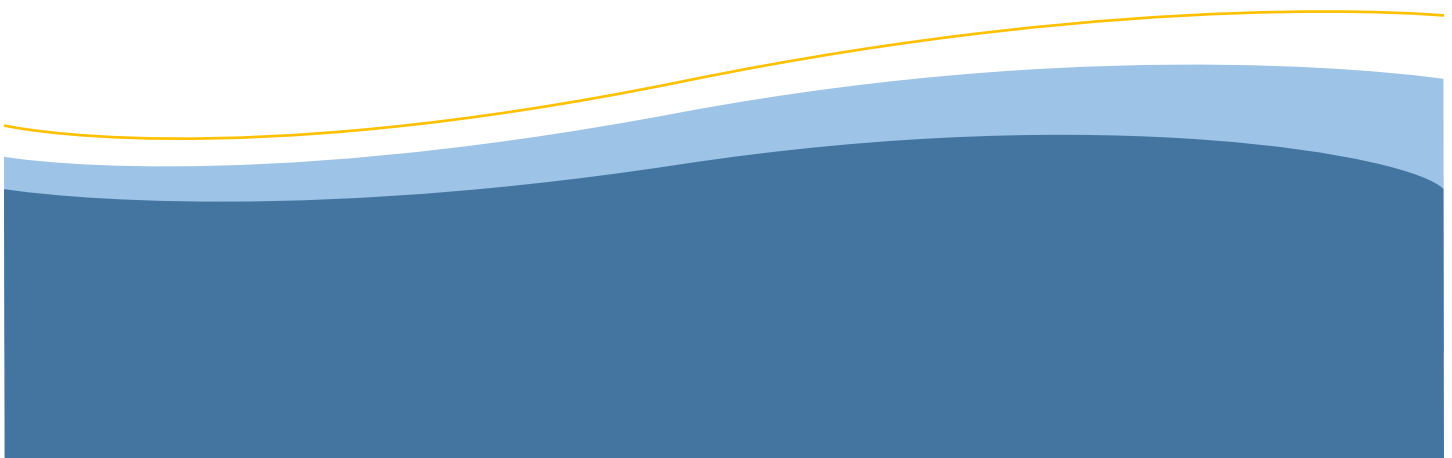
- Be a signer on the bank account for the barony.

- Keep the warrants for the officers

- Attend the annual Calendar meeting with the Baroness and Baron.

You must have regular access to a computer, printer and be able to use Google groups and docs.

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# Chronicler




The baronial chronicler is the formal messenger for the barony and creates the Chronus Draconum, a quarterly newsletter (or monthly/semi-monthly at the request of the B&B), for the Barony of SunDragon. The "cover story" in the Chronus is the Baronial Missive, a letter from the B&B to Their populace. Collect announcements from the fellow officers and tournament/event coordinators at the baronial populace meetings (each month) and place them in a newsletter format to be shared with the baronial and kingdom populace members. Please also encourage the populace to contribute stories, poems, songs, A&S project progress/recipes, or drawings & photos. Collect "release to use" forms alongside in order to publish and share on their behalf. The chronicler also posts the letters of intent for the candidates running for baroness and baron (etc.) during the polling season. Maintain copies of releases and newsletters on the baronial flash drive & chronicler Google drive.

**Important skills:** Use an appropriate electronic program (e.g., Microsoft Word) to create the newsletter. Most files (e.g., Microsoft Word *.docx*, Microsoft Publisher *.pub*) can easily be converted to PDF for uploading/ sharing purposes. Use of proper grammar and editing skills is a must. Be sure to publish and send the copies to the parties listed below in a timely manner (Quarterly= January, April, July, & October). Administer the office in a fair and tempered manner remembering you are the voice of your Office and when using pages, the voice of Atenveldt. Use appropriate spelling, grammar, and punctuation.

Answers to many of the questions about the office of Chronicler can be found in the [Society Chronicler Policies](#), in your Kingdom Laws, Kingdom Chronicler Guidelines, and from your Kingdom Chronicler. Related documents are also available here: <http://www.atenveldt.org/People/Officers/GreatOfficers/OfficeoftheChronicler>

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The **Baronial Exchequer** is the financial administrator for the Barony. They are responsible for tracking and reporting spending and income. This office requires attendance at baronial sponsored events in order to manage the gate.

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- **Emergency Deputy Exchequer is also needed!** Often assists the Exchequer by helping to manage gate at baronial events (Mixed Weapons War, Fabric War, Champions, and Solstice). These positions will require a couple of hours of work at those events.
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**Emergency Deputy Seneschal.** Assist the Seneschal in accomplishing tasks at hand. (e.g., monthly reports, run the officer's meeting, sign contracts, maintain warrants, and more). If you have ever been curious about this office, submit a letter.

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**Deputy Youth Activities Officer** Assist the Youth Activity Coordinator during all official or "published" SCA Youth Activities.

Must be at or above the age of legal majority in the state, province or country in which the activity occurs.

Must be unrelated to the warranted youth officer by blood, marriage or personal relationship.

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**Youth Combat Marshal** is responsible for overseeing youth combat activities in the Barony, encouraging the development of promotion and safety, and upholding the combat standards. This position runs and trains our youth, marshals activities, maintains our youth loaner armor, and files monthly reports.



**Webminister** maintains the Baronial website and ensures the timely uploading of content.



**Rapier Marshall** is responsible for overseeing rapier combat activities in the Barony, encouraging the development of promotion and safety, and upholding the combat standards. Marshal as needed, assist with rapier training and tournaments, maintain loaner equipment, and file monthly reports.



**Keeper of the Lists** responsible for the tracking and reporting of tourney lists in the Barony.



**Deputy Waiver Secretary** The waiver secretary ensures that all participants have signed the waiver required for participation at local practices/meetings. Waiver Deputy assists the waiver secretary as needed.



**Archery Captain** Do you enjoy shooting tiny spears down a field? This position ensures that the baronial archery practices runs smoothly and in accordance with regulations. Send your letter in by air mail.