



Greater Office of Baronial Constable

Role: The Baronial Constable is responsible for the indemnities / waivers, lost property, site security and safety during an event.

Requirements: Being an officer is not just fun, it is a service to your group in the SCA.

There are certain requirements and regulations that you must abide by, to keep our King & Queen / Baron & Baroness and the one up officers informed about what is occurring throughout Lochac.

As an officer, you are required to have a current SCAA membership, to be at least 18 years of age.

To be warranted (2 years, with a maximum of 4 years in exceptional circumstances).

To send QUARTERLY reports to the one up officer by the date required

Follow the proper process for appointing your replacement, and conduct a good handover.

If you do not comply with the above, you can be suspended from your Office.

In turn, this could put your group in abeyance, so as an Officer, you are responsible for ensuring you do the above. As a Local Officer, it is recommended you ask the Kingdom Officer for help if you need it. Advertise for a successor 18 months after you take over. This gives you six months to find one. Have other deputies as required to help you with your duties – preferably a drop-dead deputy too. Preferably own transport and have the ability to get to the site early to undertake an inspection and remain on site later than most. Have good organizational skills and the ability to organise others and the ability to print forms.

Workload: Principally at events: Ensure a site is inspected, safe and secure and advising attendees on issues such as marking of tent ropes and other sensible precautionary measures.

Lost Property: At the end of an event, gathering any lost property together and if the opportunity arises make an announcement with their Excellency's / Majesty's permission during end of court.

The Baronial Constable is responsible for informing the populace via email to the list, an announcement in the Islander on a monthly basis as well as in the Monthly Baronial Meeting minutes of any lost property they have in their possession. These announcements should include the date they were found, the event they were found at and a brief description.

The Constable should bring any lost property to events or meetings where appropriate.

If this does not bring a result after three months said items will be donated to Gold Key.

Communicate with Constables at Large and compile reports.

Reporting Channel: Report to the Barony monthly at the Baronial Meeting via a written report.

Officer Reports must be made *prior* to the second Thursday of every month to ensure inclusion in the Baronial Agendum.

Quarterly reports are made to the Kingdom Constable and copied to the Baronial Seneschal and B&B.

They must be made before the 15th day of the months of February, May, August, and November.

Resources: Subscribe to the Constables list via <http://www.sca.org.au/constable>

The current Constable's Handbook and a list of Indemnity Forms may also be downloaded from the above hyperlink.