



Version 6.0

August 2024



INTRODUCTION

Greetings and welcome to the Region One Regional Department Chief Program (RDC Program). This concise guide is intended to provide Region One members—and anyone else with a keen interest—with a thorough understanding of the RDC program. The information is available for all to access on the R/1 Website. This handbook stands as a testament to collaborative effort. With each transition of the RDC Program Director, the handbook has been meticulously updated, with each new custodian adding their own contributions to its evolving narrative.

Reflecting on the development of this handbook, we turn to the words of Willy Smith:

"Regrettably, I cannot provide you with an exact chronological sequence of events. However, prior to 1992, VRC Deb Leafey approached Linda Smith with the intention of creating a Regional Department Chief handbook and sought any suggestions she might offer. Linda responded with, 'Suggestions? Not only do I have suggestions, but I actually prepared one myself in the 1980s—on disk, no less!' Linda provided me with the disk, which I endeavored to email to Deb Leafey. Unbeknownst to me, it was formatted on an antiquated computer resembling an Atari game, using a conventional television as its monitor. After a full day of searching for a compatible program to decode the text, I succeeded in sending it to Deb."

Deb Leafey crafted an excellent handbook that proved immensely beneficial at the time. This edition was designated as Version 3.0. As time progressed, Carolyn Donner succeeded in the role of RDC Program Director and, in turn, produced a remarkable handbook grounded in Linda's original disk. Carolyn enhanced it with graphics and illustrations, though it did not bear a version number.

Further years passed, as they are wont to do, necessitating an update to provide new RDCs with a revised handbook. Version 3.3 marked a return to Willy Smith's own keyboard (and, thankfully, to modern computing technology). Afterwards, Ruth Green (now Ruth Lane) took the reins of RDC Director from Willy Smith and served until her election as Regional Coordinator in 2008. Version 4 emerged in April 2004.

Tony Lopes subsequently assumed responsibility from Ruth and determined that the handbook was satisfactory as it stood, resulting in no new version at that time. Then, in late April 2010, Wade Larkin was appointed as the Director of the RDC Program. Under his stewardship, the handbook was meticulously revised and updated to Version 5.0, aligning with a comprehensive reworking of the program to meet evolving needs and standards.

Wade Larkin eloquently captured the honor of serving as the RDC Program Director with his words from November 2011: 'I deeply appreciate the considerable effort invested in this program over the past two decades and hope to honor the legacy of my esteemed predecessors.'

Given that more than a decade has passed since the last update and acknowledging the advancements in social media, the necessity for a new version of the RDC Handbook has become evident. Thus, we are pleased to present Version 6. It is our earnest hope that this edition continues to provide the same level of guidance and knowledge as its esteemed predecessors.

We remain open to innovation and are prepared to acknowledge and rectify any shortcomings. If you have any suggestions, corrections, or insights, we encourage you to communicate them directly to the Program Coordinator.

Why an RDC Program?

The purpose of the Region One RDC Program is to enhance communication among the ships within our region. It aims to establish and maintain regular correspondence with Chapter Department Chiefs, or their designated representatives, from various vessels in the area. While the program primarily focuses on departmental activities and issues affecting these departments, its impact extends beyond this scope, contributing to improvements within departments and benefiting the individuals involved. It is crucial to note that the program does not seek to impose restrictions or enforce uniformity across chapters, instead respecting the unique operations of each chapter within Region One.

The fundamental principles of the RDC program are information sharing and communication. By facilitating the open exchange of ideas and information, the program broadens members' perspectives and enriches their STARFLEET experience. It fosters a network of like-minded individuals, reinforcing our Fleet values of camaraderie, enjoyment, and enthusiasm for STAR TREK.

Defining the RDC role

How many individuals truly understand the intricacies of organizing an RDC department? Very few. Yet, those who have preceded us in this role have faced similar questions: “I have a list of potential chapter Department Heads or COs—what steps should I take next?” and “How can I make this program stand out?” Such inquiries are bound to arise, and will continue to do so. Take heart, for with the necessary attention and dedication, the program will thrive.

This handbook aims to offer a framework for defining your role as an RDC, providing an overview of the program, though it does not cover every detail. Should you have specific questions, we encourage you to reach out to your RDC Program Director.

Our advise is to ensure that the RDC experience remains engaging and enjoyable for all participants. Always remember that the involvement of chapter department chiefs is voluntary. As an RDC, your role is not to resolve conflicts but to offer ideas and make the experience enjoyable. If participation within your Division dwindles significantly or ceases altogether, it signals a potential issue. Your responsibility is to maintain their interest and enthusiasm.

The RDC Program Director

The RDC Program Director holds the crucial responsibility for the comprehensive management of the RDC Program. This role encompasses announcing available positions, selecting new RDCs from the pool of applicants, and maintaining consistent communication with the RDCs. The Director is always prepared to provide support to any RDC facing challenges or in need of encouragement.

Additionally, the Program Director addresses complaints, suggestions, and other feedback from across the region. It is their duty to ensure that all aspects of the RDC Program function smoothly both within the

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program itself and throughout the region. The Director may choose to keep in touch with the RDCs through various means such as newsletters, email, Facebook, Discord, or a combination of these platforms.

The Program Director is also tasked with contributing regular articles about the RDC Program to the Region One newsletter, “Hailing Frequencies Open,” and occasionally to the Starfleet Communiqué. Furthermore, the Director is responsible for gathering reports and articles from each RDC and compiling them into a quarterly newsletter that updates the region on the program’s activities and developments.

In their role, the RDC Program Director serves the region with dedication and reports directly to the Region One Chief of Operations.

Regional Departments

RDC Departments are shaped by the interest expressed by the ships within our region. We begin with the essential departments commonly featured in Star Trek series and films, and will expand to include additional special interest departments based on demand. Conversely, should a department fail to generate sufficient interest, it will be removed from the current roster and shelved until sufficient interest is obtained.

Anyone can propose the creation of a new RDC division, which may ultimately be incorporated into our program. To initiate this process, please follow these steps:

- **Draft a Proposal:** Prepare a detailed proposal outlining the new position, including its name or subject matter, the groups of interest it will engage, and other relevant details.
- **Demonstrate Interest:** Since the RDC program aims to facilitate communication and idea-sharing among ships, the proposed subject must resonate with other ships. Provide a list of at least three ships with individuals interested in the new department's subject matter. While these ships do not need to have organized departments, there should be sufficient interest from their members to support the new program.
- **Submit Your Proposal:** Forward your proposal to the RDC Program Coordinator for review.

If approved, the RDC for the new program will be the individual who developed and outlined the proposal, unless they currently hold an RDC position.

RDC Application Process

Open RDC positions will be announced through the official R1 Facebook pages, Discord server, and, if possible, in the R/1 newsletter, "Hailing Frequencies Open." Each announcement will specify a deadline for submitting applications via the Region One website. Applications must be received by the RDC Program Coordinator no later than this date, as extensions will generally not be granted.

If no applications are received by the deadline, it will be taken as an indication that the position or subject is no longer of interest to the region. In such cases, the position may be removed from the list of RDCs, placed on hold, or merged with another position of a similar nature.

After the deadline, the RDC Program Coordinator will review all applications and select the most qualified candidate for the position. The successful individual will be notified, and the results will be announced across all Region One social media platforms.

We welcome all interested members to apply and to bring their vision for enhancing our programs to the table.

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Qualifications for RDC

- Be a member of Starfleet in good standing for at least one year.
- Be a member of a Chapter within Region One. (You don't have to physically live within the region as long as you are a member of a chapter that is within the region.)
- Preferably a DC on that chapter, or an "expert" on the subject matter (not a hard requirement, but, definitely a plus).
- Passed OTS.
- Passed OCC.
- SFDPP certification current
- Reliable internet .
- Reliable e-mail.
- Sense of humor and a great attitude.
- Pride and enthusiasm in Region One.
- The ability to perform duties in a timely and responsible manner. (While it is true that this is a volunteer position, you will have certain duties that MUST be done regularly as an RDC.)
- Willingness to invest personal time and effort to perform an important, but sometimes thankless, job for the benefit of Region One's members.
- Passed any SFA school that is within the RDC position's subject. (For example, if you are applying for the position of RDC of Sciences, you may want to take a course in the SFA Vulcan Academy of Science, etc.). This may not apply to all positions. Please list the dates taken and passed.

Job Duties of RDC

How the RDC runs their department is pretty much up to them. However there are certain duties that apply to ALL RDCs. These include:

- Make your RDC program one that provides value and interest to the region!
- Monthly reports to the RDC Program Director are due on 1st day of every, considered late if submitted on the 2nd-5th, and failure to reports (FTR) after the 5th . Two FTRs in a row will get the RDC a warning. (If circumstances cause you to miss a report or two ... don't wait until you get a warning to call or write and say you have been very busy with something. Instead, you should send a note, e-mail or regular mail saying what is causing you to miss this report before it is due or as soon after it is due as possible.) Three FTRs in any one calendar year is grounds for dismissal.
- Post to the Facebook AT LEAST every two weeks.
- Stay in contact with those ships who provide you with names and addresses of a contact person. Don't make communication a one way street. After a while your contact person will get tired of sending in reports if they never know if it arrived or not. When you get a report, let the person reporting know.

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- Send a recent photo of yourself if you are chosen for the RDC webpage

Responsibilities of the RDC

It is imperative that you carefully review the responsibilities and expectations associated with your role. The essence of being an RDC—Regional Division Coordinator—centers on effective communication with other Division Coordinators or the designated contact person on each ship within your jurisdiction.

Upon assuming the role of RDC, your first order of business is to reach out to every ship in the region. This initial contact is typically made through email. This communication should serve as an introduction to yourself, outline your vision for the position, and request the name and contact details of a key contact person on each ship. Ideally, this contact would be the Division Chief, but it could also be an Assistant Division Chief or any interested member of the ship who is involved with the division you oversee. It is crucial to ensure that no interested party is excluded, as inclusivity fosters broader engagement. Nonetheless, the ship's Commanding Officer holds the authority to designate the most suitable official contact for you.

When a new chapter is established in Region One, prompt communication with the Commanding Officer is essential to inform them of the services and support your department can provide. New members often exhibit heightened enthusiasm to participate in our programs, seeking fresh information and opportunities to connect. Their involvement can greatly benefit our initiatives.

Once you receive the contact information for each ship, direct your communications to the designated contact person rather than the Commanding Officer. It is not necessary to repeatedly send letters to ships that do not respond, unless specifically requested by the Commanding Officer. Additionally, consider leveraging the Region One Facebook page and discord server to generate interest in your programs.

You will need to establish a monthly reporting schedule for the contact persons from the ships within your region. Collect these reports and utilize them to keep the entire region informed about ongoing activities and developments. These updates can be disseminated through the RDC newsletter, monthly reports to the RDC Program Coordinator, articles in the "Hailing Frequencies Open" newsletter, and other relevant Region One social media venues.

The current RDC Program demands more than mere report collection. Members of Region One expect dynamic and valuable contributions from our programs, not just routine operations. If your program is limited to accepting reports without adding tangible value, seek guidance from the RDC Program Director for enhancement ideas and reach out to regional members to gather their input. There are always innovative ideas to explore. If you find yourself struggling to advance the program, it may be time to consider stepping aside and allowing someone else to take the lead. The RDC Programs must be continually evolving and engaging to meet the needs of the region effectively.

Department Descriptions



ALIEN AMBASSADOR CORPS

(Special Interest Department)

The role of Regional Department Chief of the Alien Ambassador Corps (RDC of AAC) is pivotal in leading our role-playing and fiction writing program dedicated to exploring the diverse cultures of alien races. As the RDC, you will oversee this imaginative and engaging initiative, guiding our representatives—one for each alien race—who hold the title of ambassador.

Your responsibilities include promoting active interaction among these ambassadors and developing compelling storylines and ideas to keep the program vibrant and dynamic. You will be the creative force ensuring that each ambassador engages fully with their counterparts, fostering a rich tapestry of interstellar diplomacy and narrative.

To support this endeavor, you are required to maintain and actively manage a email group, or Facebook group dedicated to the Alien Ambassador Corps. These platforms must be kept active, with regular posts on the RDC's subject matter to the regional lists on a weekly or bi-weekly basis.

Your leadership will be crucial in sustaining the enthusiasm and creativity that drive this program, ensuring that our exploration of alien cultures remains both engaging and insightful.

CHAPLAINS

(Essential Department)



The Regional Department Chief of Chaplains is tasked with addressing the moral and spiritual needs of R1 members, providing a channel of love and hope for those seeking non-denominational spiritual guidance and support. This role is integral in offering solace and assistance during times of hospitalization or the passing of a fellow member.

The RDC must collaborate closely with Chapter Commanding Officers to send messages of support or make appropriate phone calls during such times of need. It is imperative that personal beliefs of the RDC remain private unless explicitly solicited, ensuring that conflicts of faith are avoided and all members feel respected and supported.

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Leadership by example is a cornerstone of this role. The RDC should Maintaining a Facebook group, Discord channel and other social media sites is necessary. These platforms must be kept active and vibrant, with posts made on a weekly or bi-weekly basis on chaplaincy matters.

By adhering to these guidelines, the RDC of Chaplains will embody the compassion and dedication that we strive for in our mission. Engage with resolve, and let your actions speak to the values we hold dear.



COMMUNICATIONS (*Essential Department*)

The role of Regional Department Chief of Communications (RDC of Communications) is one of pivotal importance within our organization. As RDC, you will engage with fellow communications officers across the region, addressing matters related to newsletters, reporting, and other essential communication tasks. Your role will be to provide insightful feedback and offer recommendations on desktop publishing and other newsletter-related issues.

Your involvement in the publication of "Hailing Frequencies Open", the regional newsletter is also crucial. Whenever possible, and as required by the publisher, your contributions will ensure the newsletter's continued excellence and relevance.

Furthermore, the RDC traditionally serves as a judge for one of the annual communications awards categories, as appointed by the R1 Awards Director. Your impartial evaluation will be instrumental in recognizing outstanding achievements within our field.

Maintaining an active presence in Facebook groups, Discord and other social media is essential. These platforms must be kept vibrant and engaging. Regular updates to the regional lists—on a weekly or bi-weekly basis—are required to ensure ongoing communication and community involvement.

COMPUTER OPERATIONS (*Essential Department*)



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As Regional Department Chief of Computer Operations (RDC of CompOps), you will provide assistance to other RDCs regarding web presence and internet-related computer issues. You will also be available to offer computer support to regional members as needed.

Maintaining an active presence in Facebook groups, Discord and other social media is essential. These platforms should be used to keep our community informed about computer security and updates. Posts to the regional lists on a weekly or bi-weekly basis are required to ensure that all members are kept up-to-date.

Your dedication and expertise will be instrumental in safeguarding our digital infrastructure and supporting our regional operations. We trust you will approach these responsibilities with the professionalism and diligence expected of the role.



COUNSELOR CORPS *(Essential Department)*

In the role of Regional Department Chief of the Counselor Corps (RDC of Counselor Corps), your responsibility will be to ensure that the Corps operates effectively, providing support through attentive listening and the utilization of academic resources, while drawing on the collective experiences of others. Counselors are expected to be the voice of reason aboard our ships and to our Captains, offering both guidance and compassion.

The program is designed to be a resource for counselors, offering assistance and information when needed. It is essential that both the RDC and members of the Corps exemplify reasoned judgment and compassionate leadership wherever they serve.

You are tasked with building a solid, informative, and empathetic Counselor Corps, ensuring that the counselors find joy and satisfaction in their role. Maintaining an active presence in Facebook groups, Discord and other social media is crucial for ongoing communication. Posts related to mental health issues should be made to the regional lists on a weekly or bi-weekly basis.

We trust that you will approach these responsibilities with the dedication and care required to uphold the values of our Counselor Corps.

DIPLOMATIC CORPS

(Special Interest Department)



The Regional Department Chief of Diplomatic Officers (RDC) is entrusted with the creation and maintenance of a comprehensive knowledge database, detailing effective recruiting techniques and practices. Additionally, the RDC will engage with non-SFI fan groups within the R1 area, publicizing joint events and operations to enhance regional visibility and cooperation.

Collaboration with the R1 Recruiting Officer is a critical aspect of this role, ensuring that strategies and insights are shared and aligned. The RDC must be committed to the overall well-being of the Region, always prioritizing collective interests.

On a more imaginative note, a familiarity with Federation diplomats and their methodologies is beneficial, reflecting the diplomatic finesse required for this position. You are tasked with posting bi-weekly updates to the Region One Facebook Pages, Discord channel and other social media sites to promote our gaming program.

May the Diplomatic Officer carry out their duties with the dedication and skill befitting the role.



ENGINEERING

(Essential Department)

The role of Regional Department Chief of Engineering (RDC of Engineering) is crucial in overseeing our region's Engineering program. As RDC, you will assist new members who wish to establish a chapter by helping them select a suitable ship design and addressing inquiries related to weapons, mission specifics, deck plans, and more. Your familiarity with DTS materials is essential.

In this capacity, you are expected to be the region's foremost authority on starship schematics. While expertise in traditional model making and 3D/computer modeling is highly desirable, the role may not always be filled by someone with these specific skills. Nonetheless, these competencies are a significant advantage.

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Maintaining an active presence in Facebook groups, Discord and other social media sites dedicated to Engineering is encouraged. These platforms must be kept dynamic and engaged, with posts related to Engineering shared on a weekly or bi-weekly basis.

Your leadership in this role will ensure that our Engineering program remains both informative and vibrant. Approach this responsibility with the commitment and expertise expected of the role.

MEDICAL/HEALTH/FITNESS

(Essential Department)



The role of Regional Department Chief of Health Sciences, Medical, and Fitness (RDC of Health Sciences, Medical, and Fitness) is integral to overseeing our region's medical program. In this capacity, you will be responsible for sharing vital information and resources with our medical officers on both fictional and real-world health and medical issues.

It is essential that you encourage chapters and members to pursue certification in CPR and First Aid, promoting such training within their communities. Additionally, you may conduct CPR and First Aid training sessions at Regional Summits and other events, furthering our commitment to preparedness and safety.

Maintaining active communication with the region's medical officers is crucial. Facebook groups, Discord and other social media sites dedicated to health and medical matters is highly encouraged and must be consistently maintained. Posts related to health and medical issues should be made to the regional lists on a weekly or bi-weekly basis.

Your leadership in this role will ensure that our medical program remains robust and responsive.



LOGOS AND GRAPHICS

(Special Interest Department)

The role of Regional Department Chief of Logos and Graphics (RDC of Logos and Graphics) is integral to

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providing visual identity and support for our region. As RDC, you will be the primary resource for creating logos and graphics for various needs—be it chapter logos, event logos, departmental logos, or other visual elements. These graphics should be delivered in standard formats (.jpg, .bmp, etc.) with a maximum turnaround time of four weeks.

It is essential that you possess a deep knowledge of graphic design and maintain a high standard of creativity and efficiency. To support this, you are encouraged to build a team of skilled artists and graphics specialists who can assist with projects and ensure that all design needs are met effectively.

Additionally, you will be responsible for making monthly posts to the regional lists, advertising the logo and graphics services available. Furthermore, you should reach out to each new Region One Chapter within the first few weeks of their launch to offer your services and support.

Your efforts will be key in ensuring that our region's visual presence remains cohesive and professionally executed.

OPERATIONS

(Essential Department)



The role of the Regional Division Chief of Operations (RDC of Ops) encompasses a range of responsibilities that may vary from chapter to chapter. To establish a common framework and ensure cohesion, it is recommended that the Operations Officer serve primarily as the activities coordinator.

In this capacity, you will propose and plan key activities such as fundraisers, outings, and public events, including conventions and movie premieres. It will be your duty to publicize these events effectively and track attendance to gauge their success.

Additionally, the Ops Officer will maintain crew rosters and monitor memberships to notify individuals when their memberships are nearing expiration. This oversight will facilitate smooth operations and help members remain engaged.

The RDC of Operations should also collaborate with Chapter Operations Officers to promote standardization and communicate essential information. This includes sharing insights on successful charity fundraisers and updates on major events occurring in local areas. While participation is voluntary for chapters, even a few participating chapters can significantly enhance the value of the program and benefit the entire region.

One suggested task for the RDC of Operations is to develop a welcome packet for new members. This packet should be designed to ease new members into their initial months in Region One, providing them with interviews from current and past members, useful resources, and general information about the chapters and the region. It should be customizable at the chapter level to suit specific needs.

Another key responsibility is to regularly post to the Regions Facebook groups, Discord and other social media

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sites encouraging discussions on topics such as recruitment, fandom, and other aspects of Region One that impact all members. These updates should be made at least bi-weekly to foster engagement and dialogue.

Your leadership in these areas will ensure the smooth operation of our activities and support the growth and cohesion of our community.



PARANORMAL SCIENCES *(Special Interest Department)*

The role of Regional Department Chief of Paranormal Sciences (RDC of Paranormal Sciences) is essential for those intrigued by the mysteries of the unknown. As RDC, you will be the primary resource for individuals interested in the paranormal, utilizing Facebook groups, Discord and other social media sites.

You are tasked with providing a weekly television listing of programs related to paranormal subjects—a service that has proven quite popular in the past. This will keep our members informed and engaged with current media offerings on the topic.

Maintaining a Facebook group, Discord channel and other social media sites is necessary. These platforms must be kept active and vibrant, with posts related to the RDC's subject matter made on a weekly or bi-weekly basis.

Topics of interest include UFOs, ghosts, Bigfoot, shadow people, paranormal investigations, and other unexplained phenomena. To enhance the depth of our coverage, it is encouraged to appoint at least one assistant RDC specializing in various areas of paranormal interest.

Your leadership in this role will ensure that our community remains well-informed and captivated by the enigmatic and the extraordinary.

SCIENCES

(Essential Department)



The role of Regional Division Chief of Sciences (RDC of Sciences) is pivotal in fostering a deeper interest in science within our region and promoting science education at every opportunity. Your primary mission will be

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to enhance enthusiasm for both the factual and fictional aspects of science.

In this capacity, you will engage with other regional science officers through list serves, emails, and websites to discuss a broad range of scientific topics. These discussions may include recent advances in science, instances where science fiction has transitioned into science fact, the marvels of space travel, educational opportunities, and more.

Maintaining an active presence in Facebook groups, Discord and other social media sites is essential. These platforms must be kept vibrant and engaging, with posts related to scientific topics made to the regional lists on a weekly or bi-weekly basis.

Your dedication to this role will help cultivate a robust and informed community, advancing our collective understanding and appreciation of science.



SECURITY *(Essential Department)*

The role of Regional Division Chief of Security (RDC of Security) is essential to safeguarding our region and ensuring the highest standards of public safety. As RDC, your primary focus will be on matters of Public Safety. You are tasked with networking with Chapter Security Officers to encourage their liaison with local law enforcement, and to help educate chapter members on crime prevention, personal safety, and home security.

In addition, the RDC of Security may serve as a Regional Safety representative, provided you possess the necessary qualifications. This role includes promoting safety awareness in various contexts—whether at home, in the workplace, or during chapter, regional, and STAFLEET activities. Safety awareness should encompass not only ground safety but also weapons safety (including real-life firearms) and vehicle safety (such as motorcycle safety).

On the more engaging side of the role, an ideal RDC of Security should have a thorough understanding of ship defenses, armed and unarmed self-defense, and other Star Trek-related security protocols. This knowledge can be shared throughout the regional membership, enhancing role play, gaming, trivia, and other related activities.

Furthermore, you should be well-versed in Convention Security and ideally become the region's expert in this area. I encourage you to undertake the SFA courses on Convention Security and to motivate Chapter Security Officers and other interested members to do the same. Additionally, be prepared to assume the role of Chief of Security for the Regional Summit or similar regional events, bringing your expertise to bear on convention security matters.

Maintaining an active presence in Facebook groups, Discord and other social media sites is encouraged. Posts relating to practical and everyday security issues should be made to the Region One Facebook Pages on a

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weekly or bi-weekly basis.

Your commitment to this role will ensure that our region remains a safe and secure environment, both in reality and in our imaginative endeavors.

STAR CRAFTERS

(Special Interest Department)



The Region One Star Crafters Program stands as a beacon of creativity and community within our digital expanse. Here, we embrace all forms of artistic expression, whether you're a seasoned artisan or newly discovering the joy of crafting. This program serves as an ultimate haven for inspiration, support, and connection.

The Regional Department Chief of Star Crafters holds a pivotal role in this vibrant community, responsible for curating and disseminating bi-weekly updates across our Region One Facebook Pages, Discord channel, and other social media platforms. These updates should feature a rich tapestry of content—events, articles, images, and engaging material—to keep our members informed and actively engaged.



Tactical

(Special Interest Department)

The role of Regional Department Chief (RDC) of Tactical (RDC of Tactical) is integral to managing and promoting all gaming-related activities within our region. As RDC, you will serve as the primary point of contact for matters concerning gaming, overseeing the Region One Tactical Facebook group.

Your responsibilities include providing updates on current and upcoming video games across various platforms—whether it be PC, Xbox, PlayStation, or others. In addition, you will offer information on tabletop and role-playing games. It is also important to encourage our members to participate in gaming courses offered by STARFLEET Academy, further enhancing their skills and knowledge.

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You are tasked with posting bi-weekly updates to the Region One Facebook Pages, Discord channel and other social media sites to promote our gaming program. These updates should include events, articles, images, and other engaging content designed to keep our members informed and actively involved in the gaming community.

Your leadership and dedication will be crucial in fostering a vibrant and enthusiastic gaming environment within our region.

UNIFORMS and COSTUMING

(Special Interest Department)



The role of the Regional Director of Costuming (RDC) is crucial to our community, serving as the chief resource for all things related to Star Trek costumes and uniforms. This includes both pre-made and custom options, as well as expertise in sourcing materials and offering guidance on creating costumes and accessories.

While the primary focus is on Star Trek, the RDC must also possess a broad understanding of other Sci-Fi, Cosplay, and Steampunk genres. Experience from previous conventions will significantly enhance the effectiveness and insight this role brings.

The RDC is responsible for maintaining active and engaging presences on Facebook, Discord, and other social media platforms. Regular posts—on a weekly or bi-weekly basis—are essential to keep these channels vibrant and foster communication and collaboration within our costuming community.

Additionally, the RDC should make it a priority to reach out to new chapters within Region One shortly after their establishment. Providing timely assistance and guidance will ensure that our members, whether seasoned or new to costuming, receive the support they need.

CHAPTER PARTICIPATION

In alignment with STARFLEET's core values, participation in the RDC program is entirely voluntary. We want to emphasize that participation is not an "all or nothing" endeavor. You are not required to engage in every RDC position if there are no members interested in them.

There are no financial incentives or coercive measures. Nonetheless, the program does acknowledge and celebrate exceptional contributions through awards, recommendations for promotions (pending approval by commanding officers), certificates for outstanding performance, and opportunities for social engagement at conventions and summits.

Participating in just one or a few of the positions is not only acceptable but highly encouraged. We understand that not every ship in the region will have members interested in every RDC department. Therefore, you

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should join in wherever there is genuine interest.

The key is for Commanding Officers to introduce the RDC program to your crew, identify those who are keen to be contact persons, and submit their names and addresses to the relevant RDCs. Alternatively, you may provide the names and addresses of the RDCs to the volunteers, allowing them to make direct contact.

Of course, if your ship decides not to participate in the RDC Program, that is your prerogative. However, We personally believe that you would be missing out on a great deal of enjoyment and camaraderie in the future.

Engage as you see fit, and may your decisions lead to the continued success and enrichment of our community.

Special Thanks

We would like to extend my deepest gratitude to the distinguished individuals whose contributions have been crucial to the development of this program. Special thanks are due to Steve Thomas, Admiral Linda Smith, Admiral Cindy Krell, Commodore Deb Leafey, Admiral Carolyn Donner, Admiral Willy Smith, Admiral Ruth Lane, Tony Lopes, Admiral Wade Larkin and Vice Admiral Mike Wilson. Their expertise and dedication have been fundamental in establishing and sustaining the RDC program.

Additionally, we wish to extend my gratitude to the many RDCs—too numerous to name individually—as well as the Commanding Officers and Department Chiefs who have diligently worked alongside the RDC program. Your collective efforts are vital to its ongoing success and effectiveness..

Conclusion

This concludes our overview of the Region One Regional Division Chief Program. While it is impossible to capture every nuance and scenario in writing, the essence of the program is clear: it is an adventure filled with excitement and enjoyment.

We encourage each of you to dive into this opportunity. There is much fun to be had and countless new friendships to be forged. Embrace the journey and explore the possibilities that await.

Engage with enthusiasm and curiosity.