

Official ARRL Field Organization Appointment Description

Assistant Section Traffic Manager (ASTM):

Requirements

1. Familiarity with traffic handling on all modes
2. Hold a technician class license or higher
3. An ARRL full member
4. Encouraged to complete ARRL Emergency Communications Courses.

Responsibilities:

1. May serve as a general assistant to the Section Traffic Manager or as a specialist. That is, the ASTM may assist the Section Traffic Manager with general leadership matters as the Section Traffic Manager's alternate, or the ASTM may be assigned to handle a specific important function. The ASTM will act as the STM in their absence or in emergency response operations to maintain continuity of leadership when a 24-hour activity requires multiple shifts.
2. Assist the STM in establishing, administering, and promoting a traffic handling program at the section level, based on, but not restricted to, National Traffic System networks.
3. At the Section Manager's discretion, the ASTM may be designated as the recommended successor to the incumbent Section Traffic Manager in case the Section Traffic Manager resigns or is otherwise unable to finish the term of office.
4. Should be familiar with the "Official Appointment Description for the ARRL Section Traffic Manager," which contains the fundamental responsibilities of the STM.

Recruitment of new hams and ARRL members is an integral part of the job of every ARRL appointee. Appointees should take advantage of every opportunity to recruit a new ham or member to foster growth of Field Organization programs, and our abilities to serve the public.