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Brigantia

As the Principal Herald, Brigantia coordinates the operation of various heraldic responsibilities in the East Kingdom.

Key elements of the job:

- Advising the Crown and the populace on heraldic matters
- Responsibility for all operations of the East Kingdom College of Heralds, including filing quarterly reports with Laurel, maintaining a roster of heralds, and coordinating with the Society-level College of Arms
- Coordinating, supporting, and appointing ~25 deputies (not all are direct reports) covering a variety of herald-related activities
- Organizing and participating in several key ceremonial events throughout the year, in coordination with other heralds and officers

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Ability to regularly conduct a variety of administrative tasks
- As a greater officer, Brigantia will be in fealty to the Crowns
- The initial term is for two years, with renewals possible for two additional terms of one year each (see policy).

Additional desirable factors:

- Strong written communication skills - this office runs on email
- Ability to attend coronations, crown tournaments, and Pennsic. While the ceremonial duties for these events can be delegated if necessary, it is generally preferred that Brigantia conduct these ceremonies personally.
- Familiarity and skill with the various aspects of heraldry are useful but not required. Brigantia's job is to see that the work is done, not to do it all.
- Strong human resources management skills and other "people skills" are key - the largest part of this job is working with the various deputies and making sure the right people are in the right jobs.
- Experience as an SCA officer, especially at regional or Kingdom levels. This experience need not be in the Heraldry field.

More information can be found in the Policies of the Office of Brigantia and in Kingdom Law, section IV.B.2

Dextrochere

Dextrochere Herald is the deputy to Brigantia, and is expected to be able to perform all duties of the office if Brigantia is unavailable. Also assists with regular operations of the heraldic office

Key elements of the job:

- Ensuring that communications with the heraldic office are handled in a timely fashion (by delegation or by direct assistance)
- Filling in for the responsibilities of Brigantia when necessary
- General assistance with managing, coordinating, and supporting the heraldic office staff
- Preserving institutional knowledge and helping to record it in written forms

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Ability to regularly conduct a variety of administrative tasks
- Ability to work closely with Brigantia, between and at events.

Additional desirable factors:

- Strong written communication skills - this office runs on email
- Ability to attend coronations, crown tournaments, and Pennsic. Learning how to perform the ceremonial duties requires observation and practice.
- Familiarity and skill with the various aspects of heraldry are useful but not required. Assisting with the coordination of each branch of the office will result in familiarization.
- Strong "people skills" are key - the largest part of this job is working with the various deputies and helping Brigantia to manage relationships at all levels, in and out of kingdom.
- Experience as an SCA officer, especially at regional or Kingdom levels. This experience need not be in the Heraldry field.

More information can be found in the Policies of the Office of Brigantia

Pallet

Pallet Herald is the heraldic art deputy for the Kingdom: they support submitters and the Blue Tyger office in creating art for submissions. Pallet reports directly to Blue Tyger Herald.

Key elements of the job:

- Creating heraldic art in line with both the submitter's intent and the standards of the College of Arms
- Liaising between the Blue Tyger office and submitters for approval of art
- Quick turnaround of assignments
- Time commitment:
 - Generally up to five assignments per month on an irregular schedule. Turnaround on assignments is expected to be fairly short.

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Ability to create analog or digital art to specifications (if analog, must also have ability to scan art)

Additional desirable factors:

- Experience with SCA heraldry is helpful but not required - we can train you on the specifics
- Familiarity with Discord as a communications platform is helpful

Pantheon

Pantheon Herald is one of the two main deputies supporting the kingdom submissions office: they work closely with Blue Tyger on creating Letters of Intent and Letters of Decision. Pantheon reports directly to Blue Tyger Herald, and may also optionally serve as a training role for Blue Tyger's successor.

Key elements of the job:

- Creating internal and external Letters of Intent in OSCAR
- Uploading and editing documentation to match a standard template
- Copying each month's submissions into the Letter of Decision template
- Collating and uploading the packet of submissions forms into OSCAR to meet monthly deadlines
- Time commitment:
 - Two deadlines per month on a regular schedule, each requiring prep-work in the week leading up to them. The workload tends to be constant but not heavy, with a higher workload in the months immediately following Pennsic.

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Ability to keep on top of a variety of administrative tasks and deadlines
- Interest in the heraldic submissions process, and in SCA heraldry in general
- General internet/computer literacy - this office is entirely online and requires interfacing with Google Drive and OSCAR, at minimum.

Additional desirable factors:

- Existing knowledge of SCA heraldry is useful but not required.
- Strong written communication skills are ideal; Pantheon is one of several deputies who may need to interact with submitters.
- Familiarity with Discord as a communications platform is helpful.

Diademe

Diademe Herald is one of the two main deputies supporting the kingdom submissions office: they work closely with Blue Tyger on receiving and processing submissions forms. Diademe reports directly to Blue Tyger Herald.

Key elements of the job:

- Regularly checking the US postal box that receives mailed forms and payments from submitters
- Scanning forms and depositing payments
- Maintaining detailed records of forms and payments received
- Communicating with submitters regarding their items received or missing
- Time commitment:
 - A few hours per week on a regular schedule, plus communication with the rest of the Blue Tyger office in between.

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Excellent attention to detail is essential, as this role maintains financial records
- General internet/computer literacy - this office is entirely online and requires interfacing with Google Drive at minimum.

Additional desirable factors:

- Interest in the heraldic submissions process, and in SCA heraldry in general, is useful but not required.
- Familiarity with Discord as a communications platform is helpful.

Mural

Mural Herald is the external notifications herald for the Kingdom: they notify submitters of the Society-level decisions on their names and armory submissions. Mural reports directly to Blue Tyger Herald.

Key elements of the job:

- Notifying submitters of Society-level decisions regarding their submissions
- Notifying the Kingdom that Society-level decisions have been posted each month
- Updating Blue Tyger office records to include Society-level decisions on each item
- Time commitment:
- One round of notifications per month after the Letter of Acceptances and Returns for that month has been published.

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Ability to work on an irregular schedule, as the LoAR is not published at the same time every month and notifications should be sent in a timely fashion
- Strong written communication skills are essential
- General internet/computer literacy - this office is entirely online and requires interfacing with Google Drive at minimum.

Additional desirable factors:

- Interest in the heraldic submissions process, and in SCA heraldry in general, is useful but not required.
- Familiarity with Discord as a communications platform is helpful.

Elmet

Elmet Herald is in charge of Heraldic Education in the Kingdom. They are tasked with keeping heralds throughout the kingdom updated with the most recent rules and best practices. The main facets of education include: name submissions; armigerous submissions; voice heraldry (court and tournament); court backstage.

Key elements of the job:

- Reading updated submission rules from Society
- Answering questions from heralds via email, Discord, and Facebook
- Keeping the educational webpages up to date (with help from a webminister)
- Providing avenues for general education (online posts, online meetings and classes, classes at events, consultation tables, etc)
- Spreading information and enthusiasm about heraldry in all its forms
- Time commitment:
 - Several hours per month, split between answering questions and organizing educational sessions.
 - Initial responses to questions should be timely (within two days); final answers to questions may require some research.

Key requirements include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email, Discord, and Facebook
- Ability to use online meeting tools (Zoom, Meet, etc)
- General knowledge of the heraldic submissions process and attention to Society updates
- General knowledge of both court and tournament heraldic practice
- Good explanatory skills

Additional desirable factors:

- Either an interest in leading education sessions OR good delegation skills to recruit other teachers
- Interest in meeting and discussing with the active heralds in the East, to have a robust network of knowledge sharing

Morning Star

Morning Star Herald is tasked with keeping the reports running on time. Local, regional, and kingdom heralds have reporting deadlines throughout the year, and this routine but infrequent task requires shepherding and record-keeping.

Key elements of the job:

- Reminding heralds about upcoming reporting deadlines
- Keeping track of report statuses, and highlighting major lapses to Brigantia
- Education for new local and regional heralds about report procedures

Key requirements include:

- Re

Hibou Blanc (description forthcoming)

Blue Alaunt (description forthcoming)

Mosaic

Mosaic Herald is the internal notifications herald for the Kingdom: they notify submitters of the Kingdom-level decisions on their names and armory submissions. Mosaic reports directly to Blue Tyger Herald.

Key elements of the job:

- Notifying submitters of Kingdom-level decisions regarding their submissions
- Notifying the Kingdom that Kingdom-level decisions have been posted each month
- Updating Blue Tyger office records to include Kingdom-level decisions on each item
- Time commitment: one round of notifications per month after the Kingdom Letter of Decisions has been posted, which is usually near the end of the month.

Key requirements of the job include:

- Must be a current SCA member, over 18 years of age
- Reliable and responsive access to email
- Ability to work on an irregular schedule: the Kingdom Letter of Decisions is not published at the same time every month and notifications should be sent in a timely fashion
- Strong written communication skills are essential
- General internet/computer literacy - this office is entirely online and requires interfacing with Google Drive and email, at minimum

Additional desirable factors:

- Interest in the heraldic submissions process, and in SCA heraldry in general, is useful but not required.
- Familiarity with Discord as a communications platform is helpful.

Silver Crescent (description forthcoming)

Shepherd's Crook (description forthcoming)

Clerk of the Polling Lists (description forthcoming)

Esteem (Sign)

Esteem Herald is in charge of American Sign Language (ASL) services during court. They are responsible for training sign heralds in the kingdom and coordinating with the Eastern Crown Herald for sign heraldry services at events. Esteem reports directly to Brigantia.

Key elements of the job:

- Coordinating with the Eastern Crown Herald and the sign heralds to ensure signing services are provided at as many RP events as possible
- Providing training materials to the kingdom's sign heralds, and tracking a competency test on completion, to ensure they have the vocabulary, skills, and confidence to do the job. No sign herald may work a court without passing their competency test.
- Recruiting sign heralds in the kingdom
- Submitting quarterly reports to Brigantia
- Time commitment:
 - Training classes for sign heralds are currently held one evening a week online during the summer months. Classes typically last an hour. It is at the Esteem Herald's discretion to add additional classes, schedule one on one sessions for anyone not able to attend regular classes, and schedule practice sessions for anyone who requests assistance. A sign herald ready to complete their training must coordinate with the Esteem Herald to schedule their competency test.
 - Several hours at events if acting as a sign herald. This includes meeting with the Eastern Crown Herald before court to go over the docket, and providing ASL services during court.

Key requirements include:

- Must be a current SCA member, 18 or older preferred.
- Must have a strong working knowledge of American Sign Language. Full fluency is not required but is preferred. If you are not fluent, taking at least a semester of ASL at a local college is strongly recommended. Fluency in the manual alphabet and numbers 1-20 is a must.
- Familiarity with the house-signs for the SCA and the East
- Ability to use online meeting tools (Zoom, Meet, etc), and a strong internet connection and a good quality microphone and camera. This is a highly visual office that operates half online.
- Reliable and responsive access to email and Facebook
- General knowledge of court practice
- Good communication skills, both written and oral

- Maintaining the content on the sign heraldry sub-website stays, in conjunction with Standard Herald.

Additional desirable factors:

- An interest in Deaf culture and community within the East Kingdom
- Good hand strength
- Patience

Jongleur (description forthcoming)

Troubadour (description forthcoming)

Standard (description forthcoming)

Regional Deputies

Regional deputies support heralds throughout the kingdom. They provide communication assistance and coordinate resources for the heralds in their region.

Key elements of the job:

- Supporting all local-group heralds and heralds-at-large within their region
- Facilitating communication throughout the heraldic community
- Assisting with projects (events, demos, classes, etc) within their region
- Time commitment:
 - Variable, likely less than 2 hours per week unless involved in larger projects

Key requirements include:

- Preference for current SCA members, over 15 years of age
- Reliable and responsive to email, facebook, or discord
- General internet/computer literacy

Additional desirable factors:

- Existing knowledge of SCA heraldry is useful but not required.
- Familiarity with Discord as a communications platform is helpful.

Regional Deputies

Badger

Tir Mara

Ruantallan, Havre de Glaces, L'île de Dragon Dormant, Avenmore, Lyndhaven

Blue Talbot

Northern

Endewearde, Malagentia, Stonemarche, Panthervale, Northern Outpost, Mountain Freehold, Glenn Linn, Coldwood

Golden Rapier

Central

Concordia, Anglespur, Coill Tuar, Midland Vale, Nordenhalle, Old Stonebridges, Bergental, Beyond the Mountain, Dragonship Haven, Quintavia, Carolingia, Bridge, Smoking Rocks

Golden Lyre

Southwestern

Bhakail, Caer Adamant, Blak Rose, Montevale, Owlsherst, Buckland Cross, Eisental, Hartshorn-dale, Caer Adamant

Terpsichore

Southern

Ostgardr, An Dubhaigeainn, Barren Sands, Carillion, Iron Bog, Rusted Woodlands, Settmour Swamp