

Tockington Archers

Committee Member Post Profile

Tockington Archers is a club run by the members for the members for the enjoyment of archery. All committee posts are filled and performed by volunteers who are appointed in accordance with the club constitution.

Post:

Club Webmaster

Duties of the Post:

It is the duty of the post holder to:

- 1) Maintain and run the club's online presence, including:
 - a) Maintaining the club's web hosting:
 - i) Management of club e-mail addresses
 - ii) Management of club website and database
 - iii) Renewal of domain registration and web hosting
 - b) Manage the content of the club website:
 - i) Maintain and update static content
 - ii) Identify all appropriate news and post to website,
- 2) Attend committee meetings.
- 3) Keep the other members of the committee informed of any changes.
- 4) Prepare and present a Club Tournament Officer's report at the AGM.
- 5) Assist with the end of season club shoot and other club activities.