



## **Volunteer Role Description**

### **Webmaster**

<b>Name of Volunteer:</b>	
<b>Responsible to:</b>	Club Committee
<b>Start Date:</b>	
<b>End Date:</b>	

The Club Webmaster will be responsible for the development, update and maintenance of the Club Website.

#### **Main Duties:**

- Ensure the availability and high quality of the Club Website.
- Ensure the security of the website.
- Recommend any changes to the Website
- Work with the club committee and other volunteer members to provide website content.
- Respond to ad-hoc technical queries and support requests.
- Lead on the procurement and ongoing management of website providers.
- Encourage Players, their families and Club Volunteers to conduct themselves in a professional manner and always represent the Club values.
- Ensure Players, their families and Club Volunteers do not bring the sport or the Club into disrepute.