

# **Bell-Air R/C Flyers (AMA Club Charter #654)**

## **Social Media Director**

### **Overview:**

- The Bell-Air Social Media Director is a volunteer position that answers to (or can be) the club's Secretary. He/she will keep the position until such time as they no longer wish to continue. At that time, another volunteer will be asked for.
- The Social Media Director will promote the club, seek new membership, coordinate events and information using Facebook, the club's website, e-mail, and any other social media accounts as the club expands its social media presence.

### **Duties:**

- Monitor and suggest edits to the club's website as required. Look to keep the site current, accurate, and interesting always. Coordinate often with the club's webmaster.
- Post news regularly of club events and activities on Facebook or any other social media accounts. See that the different groups are updated and "fresh".
- Keep informed of all event date changes and communicate to members and potential members as required.
- Looks for new ways to use different social media tools to promote club activities and attract new membership.
- Promote social media usage amongst club membership.
- Ensure all club information is current and accurate across all communication tools.

### **Requirements:**

- Personal computer and/or laptop with internet connection.
- Facebook account with access to all club groups.
- Bell-Air R/C Flyer membership.

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