

Hillingdon Triathletes Webmaster Job Description

Volunteer Job Title	Webmaster
Type of Volunteering	To act as webmaster for your Club committee.
Main Purpose of Volunteering	To maintain the club website.
Responsible to	The Chair of the Club committee.
Competencies / Experience required	Have a basic knowledge of web-site design and maintenance.
Commitment required	Attendance at committee meetings if necessary, and approximately 8 hours per month spent on maintaining the website. This will fluctuate depending on the time of year.
Benefits to self	Working alongside members of your Club Committee and improving communication between members through an up to date website.
Benefits to community	Knowledge of what is happening within the region due to an up to date website.
Support received from:	The Regional Chair and the Regional Development Officer when appropriate.
Is this Volunteer Opportunity open to disabled persons?	Yes.