

MEN'S GOLF CLUB OF LINCOLN HILLS
POSITION DESCRIPTION
WEBMASTER CONSULTANT

The Webmaster Consultant oversees the maintenance of the website. He shall keep the membership informed of all events and news through the website. He shall set-up and maintain a website for the Club. The MGCLH Webmaster and Communications Chairman (Linksletter editor and input to the Compass) are part of the Communications Committee. The following are the specific responsibilities for the Webmaster Consultant.

1. Maintain the Club Website or recruit a webmaster and insure that the website is updated as needed.
2. Make sure that any other communications from the Club are distributed to the membership through the Website.

Prepared by Al Soares - September 2019