

## **Media**

Revised September 2014 by Mike Pennington

### **Media Chair Duties**

1. Handle public relations for the Club.
2. Work with the Club's Webmaster on content, design ideas, etc.
3. Appoint a Facebook Coordinator.
4. Recruit members to serve on the committee as needed to help plan and carry out sub-tasks of Media.
5. Communicate with periodicals (e.g., Statesman Journal) for article ideas, club advertisements, etc.
6. Create digital media or hard media (posters, flyers, etc) for advertisements or events.
7. Prepare three copies of Media activities for the year for the Annual meeting. Include statistics, comments, suggestions for changes, and problems encountered that Club Council members should know about. Present an oral report at the Annual meeting about Media activities.

### **Facebook Coordinator Duties**

Maintain content on the Chemeketan Facebook page. Content includes news updates, trip reports, pictures, trail conditions, etc.