

Position Description for Webmaster

Draft – July 11, 2003

1. Serves as chairperson of the Section's Website Committee.
2. Serves on the Section's Executive Committee.
3. Writes two website-related articles per year for *Trail Talk*.
4. Maintains the Section domain, currently gmcmontpelier.org.
5. Maintains the Section web host, currently amhosting.com.
6. Maintains the Section website, keeps content current, correct, and appropriate, monitors site error and access logs, and handles email through webmaster@gmcmontpelier.org.
7. Writes and enforces website policies and standards.