

## **Webmaster**

### **Webmaster Responsibilities**

The Webmaster is responsible for maintaining and updating the Heart of Ohio Emmaus website. Direction on updates is typically provided by Emmaus leadership. The webmaster may utilize a team to stay abreast of web developments, and has the latitude, with approval of the Board, to redesign and update the website to meet the communication needs and preferences of the Heart of Ohio Emmaus Community.

This position works closely with the Prayer Network and Communications Coordinator, and Newsletter Editor.

The Webmaster is appointed by the Board as a non-voting member of the Board for a three year term.

Prepared by Mike Bell 9/1/23