Webmaster

Role: To set-up, organise, keep up-to-date and be proactive in making the website useful for allotment holders and reflecting the needs of the Committee.

Responsibilities:

- o To ensure that the website is:
    - – Clearly laid out, easy to read and to navigate around.
    - – Acts as a source of information that helps allotmenteers get want they want from their allotments and STAA.
    - – Kept up to date and anything no longer relevant or needed is deleted
- o Adds items from STAA members as long as the items meet the content requirements below.
- o Acts as the moderator for the blog.
- o Makes sure that any costs for the site and domain are paid.
- o To ensure that the website **does not** contain material that might, in any way:
    - – Cause offence.
    - – Bring the association into disrepute.
    - – Not meet the objectives of STAA and the Constitution.
    - – Be illegal or lead people into illegality.
    - – Be of a personal nature when anyone with an interest in the personal content, has not agreed to it being on the website.