

Electronic Communications

Volunteer Job Description

March 2018

Scope: Electronic Communications currently covers the website and Facebook - different volunteers can take on each task.

Tasks

- Manage and update the SAS website. Examples of the site maintenance includes: monthly field trip postings, recent sightings, general meeting speaker information, and various news and events listings. Archived are the *Observer* newsletter and Board Meeting Minutes. Approx. 6 hrs. per month.
- Manage and update the SAS Facebook page on a daily basis. Provide links to photos and interesting articles and birds seen in Sacramento and Northern CA. Daily activity.