

PUBLICATIONS OFFICER

The role of Publications Officer of Noarlunga Little Athletics Centre incorporates the following:

- To update the NLAC web site www.noarlungalac.com.au with all relevant information as a source for members and the public.
- To update and maintain the Facebook site with any relevant information and upcoming events as an immediate source for members and the public.
- To continually keep the records updated when provided by the Recorder of NLAC and for State and National records posted on the Australian Little Athletics web site.
- To receive by email photos from members to upload to web site at your discretion.
- To forward invoices for website upkeep to the Treasurer of NLAC.
- To have the email address on the 'Contact Us' link to go to the Secretary of NLAC.
- To attend committee meetings when available and to provide opinions and vote on various issues.
- To assist in the setting up and packing up at each meet.
- To assist at events hosted by NLAC eg. Cross Country, Presentations, Fund raisers, etc.
- To make new families to NLAC feel welcome and guide them through their first weeks.