

## **Probus Ski Legends Executive Responsibilities**

### **Social Media Coordinator (Web Master)**

1. Maintains Club's social media presence and web site.
2. Maintains GoDaddy account (annual renewal required)
3. Administers PROBUS Ski Legends Private Facebook Group

#### *Further Details:*

- Updates the website.
- Approves and posts content on Legends Facebook Group page.
- Updates PROBUS Ski Legends Facebook Group to include only current members.

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