

## BRITISH ANTARCTIC SURVEY CLUB

### ROLES AND RESPONSIBILITIES OF COMMITTEE MEMBERS:

TITLE: Media Coordinator Portfolio
ROLE: To manage the day to day running of the BAS Club Facebook pages.
RESPONSIBILITIES: 1. To monitor the Club Facebook page and entries  2. The Club Facebook page <a href="http://www.facebook.com/BritishAntarcticSurveyClub">http://www.facebook.com/BritishAntarcticSurveyClub</a> is updated as and when the Media coordinator receives interesting content from Club members, other committee members and other relevant sources of interest to club members. It also shares information from BAS, SPRI, AHT and other relevant organisations.  3. Enquiries posted to the page are forwarded to the relevant committee member, and interesting content that is posted is shared with the Magazine Editor and can be signposted to and from the website.