



## OVERVIEW

Digital Support Team volunteers assist the church's mission to "receive, live, and share the abundant life of Jesus Christ" by ensuring online resources are updated and available each week. This allows communications to reach a high number of visitors and to engage church members.

## RESPONSIBILITIES

Detailed monthly or seasonal review of church website and social media pages for outdated information, broken website links, or other needed improvements. Volunteers should report needed updates or questions to Director of Communications.

## RELATIONSHIPS

Volunteer will work directly with the Director of Communications.

## TIME COMMITMENT

Estimate one-two hours each month, especially during seasonal transitions, (i.e. Fall classes, Advent, Lent, etc.). Volunteers can work any time of day from their home or at the church. Volunteer may choose to serve at a regular time each month or as needed with a request from ministry leader.

## SKILLS AND INTERESTS

Internet savvy, attention to detail, ability to take notes and communicate back to ministry leader. Ideal for someone who wants to help from their home or in the evenings.

## RESOURCES AND TRAINING

Director of Communications will support with walkthrough and instruction, with additional help from Administrative Assistant as needed.

*Curious? Interested in this ministry?*

Contact Rebecca Teel, Director of Communications, at [rebecca.teel@stgeorgesnashville.org](mailto:rebecca.teel@stgeorgesnashville.org) or 615-385-2150 x 213.