**Website Coordinator role description**

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| Volunteer role title | Website Coordinator. |
| Summary | * To act as Website Coordinator on the West Midlands Regional Committee of Triathlon England (‘the Committee’). |
| Requirements | * To continually update the regional page on the website * Promote and represent Triathlon England within the region. * Encourage Triathlon England membership. |
| Responsible to | * Other Committee members. |
| Competencies/experience required | * Well organised. * High level of computer literacy. |
| Time commitment required | * Approximately 4 x 2-hour meetings per year. * Any website maintenance and updates as required. |
| Support received from | * Other Committee members. * Triathlon England Regional Programme Manager. |
| Is this opportunity open to disabled persons? | Yes. |