

Title Web Minister

Type Lesser - Nonvoting

Term 2 years

Appointed by the Seneschal

Warranted - Yes.

Deputies: Encouraged to assign at least one. Deputy may be assigned to stand in for the Web Minister at events/meetings.

Reports

Kingdom/Regional Annual

Seneschal Quarterly

Any changes, additions or problems with the website.

Province Monthly

Any additions or changes to the Website. Internet Address of the website.

Moonstone

Any additions or changes to the Website. Internet Address of the website.

Duties:

A Web Minister is a person responsible for maintaining the content of a page or pages on the World Wide Web. This title is intended to designate the person who exercises editorial control over the content of the page, not the person who maintains the underlying computer system on which the page resides.

- 1) Responsible for maintaining all official Province Websites.
- 2) Update the official Province Websites regularly. At a minimum once per month.
- 3) The Website must include the following information:
 - a. Disclaimer
 - b. Copyright information
 - c. List of Officers and contact information
 - d. Links to various websites in the SCA of use to the populace including:
 - i. East Kingdom
 - ii. SCA, Inc
 - iii. Nearby groups
 - iv. Quartermasters inventory
- 4) The website should/may include:
 - a. A list of Events of local interest scheduled in the near future.
 - b. Schedule or information about local and nearby events, such as fighter practices, dance practices, regular group meetings.
 - c. Notices of upcoming events from autocrats.
 - d. Information about activities that are relevant to the purposes of the SCA, but are not SCA sponsored events such as museum exhibits, performances of medieval works, craft demonstrations, etc.
 - e. Links to sites of interest such as archery, arts & sciences, medieval music, news groups relating to the SCA, etc.
- 5) Maintain accounts for the website. Submit required reports to the Exchequer.
- 6) Additional duties as described in Corpora, Society Web Minister Policies or the Policies of the East Kingdom Web Minister.

Sources: Corpora, East Kingdom Law, Policies of the East Kingdom Web Minister