

# **Knights of Columbus Arkansas State Council**

## **State Council Web Site Chairman**

Our State Council Website Director will post all of our State Council Newsletters, Press Releases from Supreme and notices to promote special activities or meetings. on our web site. This gives every Brother Knight in the state an opportunity to read these items. With the Newsletter and our State Council Web Site as our primary communication tools it is imperative that our web site is current and updated on a regular basis.

It is your responsibility to inform, educate and update State Officers, Program Chairmen/Directors, District Deputies, Local Council Officers and all Brother Knights in matters relating to the web site. This includes encouraging them to promote their programs that will help them achieve their goals and objectives.

The State Council Web Site Chairman is expected to attend the State Council Organizational Meeting, Mid-Year Meeting, State Convention and his Districts Deputy Meetings and all 2<sup>nd</sup> & 3<sup>rd</sup> and 4<sup>th</sup> Degree Exemplifications in your geographical region. At the Organizational Meeting the State Council Program Chairman through the State Deputy will furnish copies of promotional material including the “*Surge with Service*” booklet and goals and objectives for the fraternal year. .

## **State Council Web Site Chairman**

### **Mission**

Develop and maintain a State Council web site that promotes the benefits of our Order, State Council, Local Councils and our Brother Knights.

### **Objectives**

Develop and maintain the best communication source in the Order.

### **Method**

Study what technologies are available to improve the web site including researching other State Council web sites and adopting those items that will enhance our web page.

To accomplish these objectives the Program Directors in Arkansas must instill in all District Deputies the need to take back to each council the means to conduct all programs as they are designed to operate.

Directors and District Deputies are the lifeline of success for the Order in Arkansas. They must work with all councils to understand that ***strong programs mean strong membership. Remind them that 88% of our members joined the Order to get involved in Church or***

**other activities.** At the conclusion of your term furnish the incoming State Web Site Chairman with an updated copy of your duties and responsibilities.

## **Take someone on a Journey of a lifetime Recruit him into the Knights of Columbus**

**The only way to recruit a member is to have a Form #100 in hand**

Web Site Director	Time allocation	
Function Performed	Minimum Commitment	
Attend State Organizational Meeting	14	Hrs Once
Attend District Leadership Conference	4	Hrs Once
Attend State Mid Year Meeting	14	Hrs Once
Attend State Convention	20	Hrs Once
Subtotal; State Functions	52	Hrs Once
Prepare/Post Newsletter articles	4.5	Hrs/Mo
Update email lists, links, ets	4.5	Hrs/Mo
Interface w/Other Directors & Chairmen	2	Hrs/Mo
Council Interface	2	Hrs/Mo
Subtotal; Program Functions	156	Hrs/yr
Total Time Commitment	208	Hrs/Yr

All functions listed exclude travel time and no reliable estimate may be made regarding incurred expenses.