

Newcomers Club Job Descriptions

PUBLICITY

- Compose and submit monthly article to *Plantation Living*, reviewing content with club president as necessary
- Compose follow-up event email to club members, sharing recent event highlights, photos and names of raffle winners, as a way to create community
- Utilize HHP electronic announcement boards to share information regarding membership or club happenings
- Take or delegate to another club member the taking of photos during club events and then share with webmaster/*Plantation Living*

REV. 1/25