

Section on Geriatrics (SoG)

Our Mission: To further our members' ability to advocate for optimal aging and to provide best practice physical therapy.

Position Title: Web Committee Member
Responsible To: Section on Geriatrics Web Chair- Lucy Jones, PT, GCS
Program Goal(s): To manage the content on www.geriatricspt.org so that it is an outstanding, evidence-based resource for consumers, PTs, and Section on Geriatrics Members.
Benefits To You:

- Become familiar with every resource available to members through the Section on Geriatrics, and become more familiar with APTA resources.
- Use your creativity to benefit consumers and PTs
- Make contacts with other members of the Section on Geriatrics.

Responsibilities:

1. Communicate with the rest of the web committee for general brainstorming, etc. for website content development.
2. Choose an area of interest on the web page, and work to add content updates to it regularly. **No technical skills are necessary: the actual web editing is done by a contractor. You will discuss your area of interest with the Web Chair prior to appointment.
 - a. Example 1: News Page Volunteer (www.geriatricspt.org, click News)
 - i. Add at least two quality news items to the news page per month.
 - ii. Communicate with the rest of the web committee for general brainstorming, etc. for website content development.
 - b. Example 2: Consumer Information Volunteer (www.geriatricspt.org, see the consumer links in red on the left side)
 - i. Brainstorm with the web committee to improve the information available to consumers on the Section website.
 - ii. Create, or recruit content experts to create, new information to be posted.
 - iii. Add at least one new link to the consumer page each month.
 - c. Determine your own area of interest on the page! Browse around at www.geriatricspt.org and let the web chair know where you are most interested in working.

Qualifications:

Must be a member of the Section on Geriatrics.
Must maintain a working e-mail address in APTA's database.

Training and Supervision: The Executive Director will provide an orientation packet. The Web Chair will arrange to talk over the telephone with you within two weeks of receipt of the orientation packet. The Web Chair will provide support throughout the term and is available to answer any questions. All changes for the website will be sent to the Web Chair.

Evaluation: Evaluation in the Section on Geriatrics is a two-way street. At the end of each term, you will be given the opportunity to evaluate your function and how effectively you have been supported by and integrated into the Section. The Web Chair will also offer feedback. The goal of the evaluation process is to improve the Section's support of volunteers, and provide for the personal and professional development for you.

Commitment: 1 year term, 2-4 hours per month.

I have read and understood my responsibilities according to this job description.

Volunteer- Web Committee Member

Date