## POLICY: YCJP WEBSITE & SOCIAL MEDIA

The purpose of this Policy is to establish an Administrator for the Posse website, <a href="https://www.ycjp.org">www.ycjp.org</a>, the Posse Facebook Page, "YavapaiCountyJeepPosse," and other social media outlets that may be implemented. Currently, the website and Facebook are the Posse's main information outlets to the public.

The Administrator will, at a minimum, be responsible for:

- following Yavapai County Sheriff's Office website and social media policies as well as industry standards and best practices;
- implementing improvements and/or changes to the website;
- maintaining the website and ensuring access to Member's Only is kept current;
- ensuring all content on the website is up to date on a monthly basis; and
- establishing a process for posting to social media.

The appointment of the Administrator falls under Bylaw Article VIII, Appointed Positions.