

## SCBWI Nebraska Position Description: Discussion Board Moderator

Moderates the regional discussion board to ensure that all posts are respectful and in-line with SCBWI expectations.

The Discussion Board Moderator will:

- maintain and regularly check (2-3times/week) the SCBWI Nebraska Discussion Board
- follow all guidelines for moderators, as set forth by the Blue Boards
- approve posts from new users
- flag and remove inappropriate posts
- communicate with the Regional Advisor if there are issues with members or their posts

The Moderator will need to have been an SCBWI member for at least 6 months and have some experience working with discussion boards. The Coordinator must be able to work closely with the RA, IC, and other Coordinators (Social Media, PAL, Newsletter, E&I Team, etc.) and also work independently. The Coordinator is encouraged to bring his/her/their voice to the position in keeping with the values and goals of SCBWI and SCBWI Nebraska.

Time Expectations: determined by the Coordinator and as defined by events and the needs of the members.

Compensation: There aren't any paid positions on the Leadership Team (including the RAs), but we will provide you with a free membership for as long as you hold this position. Through their work, members of our Leadership Team gain access to professionals in the industry. Plus we are a fun, spirited group who enjoy helping others and growing in the process.

By signing the SCBWI Volunteer Agreement (sent via DocuSign), you agree to the terms of this position description for the duration of your term in this position.