

## **Zine Team**

### **Mission:**

The Zine provides IRP members with online information about all aspects of IRP programs, study groups, committees, membership, special interest groups, activities, publications, special projects, code of conduct, and Advisory Board guidelines and minutes.

### **Activities:**

The Zine Team posts information submitted by IRP leadership, committee chairs, and program facilitators. Items for the IRP calendar on the Zine are submitted to the office Administrative Assistant and posted by a Zine facilitator after approval by the Director.

Each member of the Zine Team is assigned a section of the Zine to maintain and update as necessary.

### **Committee Membership - Skills and Experience:**

Zine team members should have computer proficiency including: familiarity with the computers' general operations as well as various computer software programs; ability to learn new software with relative ease. The Zine operates on a WordPress Platform. Training may be offered for new committee members to learn WordPress.

Zine Committee members must be able to post new Zine information in a timely and efficient manner.

### **Committee Selection Process:**

There are no term limits on the Zine Team. IRP members interested in working on the Zine should contact the current facilitator or the Advisory Board Executive Committee member with the Zine in his/her portfolio (currently Christine Godek and Harold Berkowitz, respectively).