

## **Website Committee**

### **Mission**

- To maintain a viable and professional website that serves the needs of both the AFTE membership as well as the general public.

### **Duties/Responsibilities**

- Maintain the AFTE Website on a day-to-day basis to include updates as needed in the following sections:
  - AFTE business and news
  - AFTE Training Seminar
  - Electronic Member/Public Resources
  - AFTE Forum
    - Committee Forums
    - Member Boards
    - Public Boards
    - Job Announcements
    - New Accounts
  - Forensic Links
- Work with AFTE Committees and the Board of Directors to facilitate new web-based features.
- Conduct weekly backups of the website data.
- Keep the Board of Directors informed of the cost of the website and any increases in costs for new features.