

**VILLAGE OF YELLOW SPRINGS, OHIO
RESOLUTION 2023-73**

APPROVING THE POSITION OF DIGITAL MEDIA MANAGER

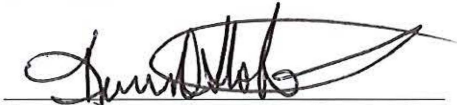
WHEREAS, upon recommendation of the Interim Village Manager, Council has considered the necessity of adding a position to the Village organizational chart which encompasses and increases the duties now fulfilled by the position of "Station Manager"; and

WHEREAS, Council believes it is in the best interests of the Village as a whole, and a fairness to any employee in the position to recognize the greatly expanded scope of the current "Station Manager" position as social media and streaming platforms as well as rapidly changing technology require greater knowledge, capacity and awareness,

NOW, THEREFORE, COUNCIL FOR THE VILLAGE OF YELLOW SPRINGS, OHIO HEREBY RESOLVES THAT:

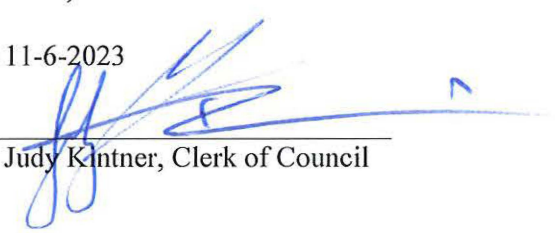
Section 1. The position of "Digital Media Manager" is hereby approved, in a manner similar to that described on the attached Exhibit A.

Section 2. This resolution shall take effect upon adoption.



Kevin Stokes, President of Council

Passed: 11-6-2023



Attest: _____
Judy Kintner, Clerk of Council

ROLL CALL:

Kevin Stokes__Y__

Brian Housh_Y__

Marianne MacQueen_Y__

Carmen Brown__Y__

Gavin Devore Leonard_Y__

Exhibit A to Resolution 2023-73

The Digital Media Manager is responsible for overseeing the Village's digital media efforts, including the creation, distribution, and management of all digital content. This position is responsible for maintaining appropriate and current social media content for the Village of Yellow Springs, including www.yso.com, the Yellow Springs Community Access channel, and the Village Facebook page at the direction of the Village Manager and subject to any applicable social media policies.

Responsibilities include the live broadcast of government meetings; issuing public notices and communications; photographing and/or recording video of Village activities and events; designing infographics and promotional materials, and other duties as assigned.

This position is a Full Time Exempt position.