



Ackworth Road Runners

Social Media Policy

(September 2016)



Ackworth Road Runners – Social Media Policy

Use of Social Media by Members

Club committee members are authorised to speak on behalf of Ackworth Road Runners (ARR) in an official capacity. However, most of us will speak, not on behalf of, but about ARR in club forums in both private and public. As members we are all part of the conversation. Social media is of great benefit to us as individuals and to ARR as a club – we're all using social media such as Facebook and Twitter to keep in touch and find out what's going on. As a club, we understand a person's right to free speech and we do not and would not want to discourage this. However there are a few things to keep in mind to ensure that we always apply common sense in our use of social media.

Codes of conduct

Ackworth Road Runners constitution requires that we all treat each other with respect and not engage in actions which would bring the club into disrepute – this includes how we conduct ourselves in all our activities with the club, including social media and networking. Have fun, share the spirit of ARR but be respectful online just as you would be in person.

Before posting / interacting on Social Media

- **Think twice before posting.** If you wouldn't want your employer, parents, friends, colleagues or future employer to see your post, don't post it.
- **Be respectful.** Be positive. Treat others the way you would like to be treated.
- **Remember many different audiences will see your posts** including club members, potential members, children, members' relatives and friends.
- **Be professional and polite.**
- **Avoid posting inflammatory, extraneous, objectionable or off-topic messages that may provoke others into an emotional response (trolling/flaming).** Avoid topics that may be controversial, like politics and religion. Don't post anything that you wouldn't say openly in a workplace such as comments about drug use, profanity, off-colour or sexual humour, ethnic slurs, or personal insults.
- **Be in the right state of mind when you make a post.** Don't post when you're angry, upset, or your judgment is impaired in any way. Remember, the Internet is permanent!
- **Remember That ARR reserve the right to delete any post or comment within any club forum, without warning or notice.** Persistent flouting of this code will result in banning from the forums and/ or may lead to club disciplinary action and in extreme cases, civil and criminal liability.

If you feel you have any grievance or issue from an event or against any individual linked to ARR, other club or governing body (i.e. race judicator, official), **please contact the club to discuss the issue rather than post online.** Contact details for ARR Committee members are available on the club web site.

REMEMBER, ONCE POSTED, ANY COMMENT CAN'T BE UNSEEN EVEN IF LATER DELETED.

Complaints

Please remember that posts are not routinely moderated and we rely on the conduct of the members to allow the social media to operate smoothly. If you have any concerns and wish to complain about any post, please contact a committee member detailing your complaint. The complaint will then be investigated by the Club committee or the race secretary, either quickly and informally by speaking to the poster and the complainant, or if further action is required through the clubs formal procedures as detailed in the constitution.

Administrators Guidelines

ARR us an Official Club Web site (www.ackworthroadrunnersandac.co.uk), and also have a club Facebook page (www.facebook.com/ackworthroadrunners) and Twitter (@Run_ARR) site which are open sites to members and the general public. The Club also creates event pages and sites to promote Official club events such as the Ackworth Half or Priory 10K.

- Try to write your message in the third person, as you are typically speaking in the official voice of the club (or the management committee) not your own voice when posting messages.
- You may choose to use the first person when replying in comments, but think about whether what you are saying is an official club statement or your own personal opinion (which you should post under your own account).
- Take care when using Facebook on your mobile device, as it often defaults to the admin account rather than your personal account.
- A committee member must be the owner of the account. Other members can be made administrators on an account and may post content but the account must ultimately be "owned" by a committee member.

Ackworth Road Runners Committee

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