MASSEYHACKS XI TEAM ROLE DESCRIPTIONS

The following are brief overviews of each role's responsibilities. Changes may be made as needed.

OPERATIONS

- Handles event logistics (scheduling, venues, workshops, activities, foods, safety, etc.)
- Discusses ways to improve the hacker experience

FINANCE

- Drafts the sponsorship prospectus
- Writes emails for sponsorship outreach and communication
- Creates and manages the budget for the event

MEDIA

- Designs all the branding and marketing materials (theme and logo, swag, social media posts, hacker resources, promotional videos, etc.)
- Manages and expands our social media platforms

TECH

- Creates and maintains digital platforms (website, registration platform, Discord bot, Hackenger Hunt, etc.)
    - Previous experience in web development is strongly recommended
- Handles technology during ceremonies and workshops (streaming, sound systems, projectors, cameras, etc.)

Please email **hello@masseyhacks.ca** if you have any questions or concerns.