

## Clubs Website Content Requirements

Please provide the following content related to clubs pages directly to Kelli Nienstadt, Assistant Director of Student Activities at [kelli.nienstadt1@Marist.edu](mailto:kelli.nienstadt1@Marist.edu).

**Club Description / "About Us":** A short paragraph or more explaining what the club is about, what kinds of activities the club engages in, and the culture of the club

**Meeting Times / Locations:** Information about the times and locations that the club meets. This can also include information about what a club meeting or practice might generally entail

**Executive Board Positions:** A short title and description of each executive board position held within the club, as well as the club member holding each position. When including officer names, please provide student name and expected graduation year. Example: Jane Doe '21

**Priority Point Criteria:** What do you need to do to get your priority points? How many points are offered for your club?

**To earn one (1) point:**

**To earn two (2) points**

**To earn three (3) points (executive board only):**

**Contact Info:** Name and email address for contact from the club

**Name:**

**Email:**

**Relevant Social Media:** If you frequently utilize any social media platforms, provide web links and handles for each platform

**Imagery:** Any high quality photography or images that represent the club

- Please provide any images in a .zip folder
- Keep in mind any photographic restrictions, such as imagery including non-Marist community members, children, or other groups that have not given explicit permission to use their images in Marist's promotional materials

### **Other optional content:**

**Message:** This could include a message from the president of the club, a message from the faculty advisor, a message from the coach, etc.

**Member spotlight:** A photo and brief bio of a particular club member to highlight. Please include multiple students so we can feature more than one member.

**Schedule of events:** Schedule and information about public events that the club is involved in, i.e. sporting events, club fairs, conference, performances, etc.

*Club Collaboration:* Information about your club's collaboration with other clubs, such as joint events

*Videography:* a Youtube link of club-related videography

*Bylaws:* A pdf link of the club bylaws

*IMLeagues page link (clubs and intramural sports)*