



Member Communication  
Lede Kommunikasie

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**URGENT: VOLUNTEERS NEEDED FOR SOCIAL MEDIA MANAGEMENT AND MONITORING**  
**DRINGEND: VRYWILLIGER BENODIG VIR SOSIALE MEDIA BESTUUR EN MONITORING**

**AAN ALLE AMAGP-LEDE / TO ALL AMAGP MEMBERS**

- **Agtergrond / Background**

Die administrateur wat verantwoordelik is vir die AMAGP Info Share- en Watchdog-Facebookbladsye het aangedui dat hy nie meer as administrateur vir die twee groepe beskikbaar sal wees nie.

*The administrator responsible for the AMAGP Info Share and Watchdog Facebook Pages has indicated that he will no longer be available as administrator for the two groups.*

**Dit het vakatures geskep wat dringend gevul moet word. Dit sal waardeer word indien daar vrywilligers is met die nodige kennis en ervaring van Facebook-bestuur en wat bereid is om as administrateur vir die twee Facebook-bladsye te help. Hierdie is 'n aanlyn funksie en dit maak nie saak waar die persoon woon nie.**

*This has created vacancies that must be filled as a matter of urgency. It will be appreciated if there are volunteers with the necessary knowledge and experience about Facebook management and willing to assist as administrators for the two Facebook pages. This is an online function and does not matter where they reside.*

'n Facebook-administrateur (vir Bladsye of Groepe) het die hoogste vlak van gesag en is verantwoordelik vir die bestuur van die tegniese, strategiese en daaglikse bedrywighede van die digitale bate. Hul kernfunksies fokus op die beheer van toegang, moderering van inhoud en die bevordering van betrokkenheid.

*A Facebook Administrator (for Pages or Groups) holds the highest level of authority, responsible for managing the technical, strategic, and day-to-day operations of the digital asset. Their core functions revolve around controlling access, moderating content, and driving engagement.*

- **Kernfunksies van 'n Facebook-administrateur / Core Functions of a Facebook Administrator**

**Bestuur van Bladsy-/Groeptoeegang en Rolle:** Administrateurs kan ander administrateurs, moderators of adverteerders byvoeg of verwyder. Hulle beheer die algehele instellings van

die Bladsy of Groep, insluitend privaatheidsinstellings, naamsveranderings en die koppeling van Instagram-rekeninge.

**Managing Page/Group Access and Roles:** Admins can add or remove other admins, moderators, or advertisers. They control the overall settings of the Page or Group, including privacy settings, name changes, and linking Instagram accounts.

**Inhoudskepping en -strategie:** Hulle publiseer, skeduleer en verwyder plasings, Stories en Reels om handelsmerk-konsekwentheid en betrokkenheid te handhaaf.

**Content Creation and Strategy:** They publish, schedule, and delete posts, Stories, and Reels to maintain brand consistency and engagement.

**Gemeenskapsbestuur en Moderering:** Administrateurs hersien en modereer kommentaar en plasings, verwyder strooi-pos en handhaaf groeppreëls om 'n veilige en respekvolle omgewing te verseker.

**Community Management and Moderation:** Admins review and moderate comments and posts, remove spam, and enforce group rules to maintain a safe and respectful environment.

**Ledebestuur (Groepe):** Hulle keur lidmaatskapsversoeke goed of wys dit af, verwyder lede en verbied gebruikers wat gemeenskapsreëls oortree.

**Member Management (Groups):** They approve or deny membership requests, remove members, and ban users who violate community standards.

**Advertering en Monetisering:** Hulle skep, bestuur en verwyder advertensies, asook bestuur monetiseringshulpmiddels vir inhoud.

**Advertising and Monetization:** They create, manage, and delete ads, as well as manage monetization tools for content.

**Prestasiemonitering (Insigte):** Administrateurs gebruik "Facebook" insigte om die prestasie van bladsye, plasings en advertensies te ontleed en betrokkenheidsmaatstawwe te monitor om strategie te rig.

**Performance Monitoring (Insights):** Admins use Facebook Insights to analyze page, post, and ad performance, monitoring engagement metrics to guide strategy.

**Sekuriteit en Veiligheid:** In 'n besigheidskonteks verseker hulle dat slegs gemagtigde persone toegang het en dat die bladsy aan Facebook se beleid voldoen.

**Security and Safety:** In business contexts, they ensure only authorized personnel have access and that the page complies with Facebook's policies.

**Rapportering:** Bring noemenswaardige reaksies, positief of negatief, op die AMAGP Facebook-blad onder die aandag van die EXCOM.

*Bring noteworthy responses, positive or negative on the AMAGP Facebook Page, to the attention of the EXCOM.*

- **Verskil tussen Administrateurs en Moderators / Difference Between Admins and Moderators:**

Albei rolle hanteer daaglikse interaksies, maar administrateurs het volle beheer oor instellings, lidrolle en sekuriteit, terwyl moderators gewoonlik beperk is tot die bestuur van inhoud en ledeversoeke.

*While both roles handle day-to-day interactions, **Admins** have full control over settings, member roles, and security, whereas **Moderators** are generally restricted to managing content and member requests.*

Indien jy voel dat jy die kennis en vaardighede het om te help, of bereid is om te leer, stuur asseblief jou besonderhede na **comms.amagp.co.za**.

*If you feel that you have the knowledge and skills to assist or willing to learn, please forward your particulars to [comms.amagp.co.za](mailto:comms.amagp.co.za).*

Jou bereidwilligheid om in hierdie verband as vrywilliger te help om jou pensioenfonds te help beskerm, sal hoog op prys gestel word.

*Your willingness to in this regard as a volunteer, assist in securing your pension fund, will be highly appreciated.*

*Johan Smal*

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