

# Social Media Guidelines and Policy

The International Order of the Rainbow for Girls (IORG) is a Masonic Youth service organization for girls between the ages of 11 and 21. Some Assemblies have Pledge Groups, and these groups are for girls between the ages of 6 and 10.

Social Media is defined as any and all web based and mobile technologies used to turn communication into interactive dialogue. Social Media includes, but is not limited to the following websites: Facebook, Twitter, MySpace, wikis, blogs, forums, and discussion boards.

Those that are members of the IORG need to be aware of the high standards of the organization in each of their respective jurisdictions and conduct themselves accordingly and in respect to the standards that the Supreme and Senior Grands within their jurisdiction have established for them. These will more than likely be stricter in some jurisdictions than others (along with the policies that govern the establishment of Group Social Media sites)

## **Member Responsibilities and Social Media:**

- Be responsible for what you post. Know that the adults you are friends with will be able to see what you post.
- Be respectful of others. Do not bully, or be derogatory toward any other members or adults. Be mindful that others can see what you post, so you should not post anything that you would not want everyone to see.
- Be knowledgeable - make sure that you know the people that you are befriending, remember that when you respond to a friend request that person can now see what you post.
- Notify an adult if there is something that you do not feel is correct about a certain page/group/site etc. Let the adult look into it.
- Be mindful of the pictures that you take and post to these sites; please make sure that everyone in the picture is appropriate.

## **Adult Responsibilities and Social Media:**

- Be personally accountable and responsible for what you post; do not post something that you would not want the girls to see.
- Let the girls befriend you, do not seek them out and send them friend requests.
- Teach them how to use Social Media responsibly. Lead by example, and give them the tools and knowledge to make responsible decisions.

## **Member Guidelines for Personal Social Media Sites:**

- It is suggested, though not mandatory that you increase your security settings on your personal site so that only those who you are friends with can see what you are doing.
- Remember that, if you 'check into' a place you are going to, that those that have access to your profile now have this information.
- Do not post anything that you do not want someone to see. It is becoming more and more common for prospective employers and colleges to look at these sites to get an idea of who you are.

### **Adult Guidelines for Personal Social Media Sites:**

- As an adult you are not responsible for what the girls choose to put on their own sites. What you are responsible for is making sure that they have the necessary tools to make an informed decision about what they are posting. Unless they are your own child, you really cannot control what they do.
- Make sure that the expectations within your jurisdiction are communicated to the girls. Let them know what will and will not be tolerated and, let them know that you do pay attention to what they say and do.
- Most importantly, remember to be the example. Do not do anything that you would not have them do. Remember that just as you are watching them, they are watching you.

### **Guidelines and Suggestions for Group Social Media Sites:**

- Groups should be closed so that only those members can see what is posted.
- Other members may ask to join the group, but should not just be randomly added by some member of the group. It is also advised that administrator approval be required to join the group.
- Girls should not be tagged in pictures on group pages. First Name and Assembly only, please. Photo release forms should also be signed and on file for each girl within the jurisdiction.
- At least one adult associated with the assembly should be an administrator on these sites.

### **Miscellaneous:**

- Many Jurisdictions have their own individual Facebook pages. Some use them as 'fan sites' allowing everyone to see what is going on in the Jurisdiction if you "like" their page. Other Jurisdictions have closed groups where only the group members see what is posted. Either is permissible; just remember that an Adult associated with the Jurisdiction should either be an administrator on the site as well as monitoring what has been posted.
- The above should also be kept in mind when monitoring your individual Assembly sites.

### **Legal Considerations:**

- This document is not an Insurance Policy against things that could occur as a result of using Social Media. This document is meant to establish what the best practice guidelines are for the use of Social Media websites.
- IORG is not responsible for the actions of their members in respect to Social Media, and will not assume the responsibility for its misuse among members and adults. Members and adults are to be fully aware and responsible for their own actions.

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