

EAST RETFORD RUGBY UNION FOOTBALL CLUB

FOUNDED 1952



JOB DESCRIPTION

Social & Fundraising Sub-Committee Chairman

Name of S & F Sub-Committee Chairman:

Responsible to: General Committee

Purpose:

To plan and organise social and fundraising activities.

Key aspects of the role:

1. Arrange and implement social and fundraising strategies and events.

Plan and organise fundraising activities for the club from raffles to Bonfire and Sportsman's Dinner etc.

2. Liaise with other members and ensure proper recording.

If necessary, form a Social and fundraising sub-committee.

Collect fundraising money and pass it on to the Hon Treasurer.

Monitor and accurately record the success of fundraising activities.

3. Advertising and Sponsorship.

Work with the Marketing & Sponsorship Manager & the Publicity Officer to secure income for the club via different forms of sponsorship and advertising.

The above list of tasks is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope the role.