



Fundraising Secretary

ROLE

To provide a central point for the club to lead, and develop opportunities for funding, grants and sponsorship into the club (including the submission of funding bids).

SKILLS

- Experience of online registration systems
- Record maintenance
- Reliable and honest

MAIN DUTIES

- To identify and target sources of funding for the club
- To prepare funding bids in partnership with club committee members as appropriate
- To establish and develop effective working relationships with key local funding providers
- To develop a sponsorship proposal(s) for the club in association with the club's strategic plan
- To promote and publicise any funding and/or sponsorship secured for the club through the club newsletters, website and notice board, in association with committee members

COMMITMENT

Variable depending on grants available and requirements of club.

BENEFITS TO SELF

Help develop and gain useful skills and experiences. To feel valued as a member of a team and gain additional knowledge about the sport and the running and organization of the club.