

SOCIAL COMMITTEE MEMBER

Job Description

Description

Social Committee members will be part of a team responsible for developing social/events program for the Club in order to foster relationships within and across teams. The team will also coordinate all key events for the Club such as the Presentation night.

Special Skills Required

- Well organised
- Well developed communication skills
- High ability to liase with external parties
- Energetic, enthusiastic and creative

Objective

- To plan and implement appropriate social events that foster relationships with players, parents, sponsors and other key stakeholders

Responsibilities

- Develop and submit proposals of social programs and functions to the committee for approval
- Submit social event information on a regular basis for communication to members through the website and/or newsletter
- Liaise with Team Managers to ensure that they are aware of all social activities and assist with the promotion of these events
- One member will need to organise trophies for Presentation Night
- Organise and conduct social events for all club members

Estimated Time Commitment Required

- Event management planning – approx. 2-4 hours per event
- Event management delivery – up to 1 hour in addition to attending event