



Membership Coordinator

Objective

- To provide coordination of Club membership activities.

Responsibilities

- Develop and maintain strategies for the ongoing expansion of the membership base of the Club.
- Develop proposal for membership fees and arrangements for the ensuing season for consideration by the Club Committee.
- Liaise with stakeholders to ensure membership fees reflect current opinions of various sections of the Club.
- Provide to the Committee as soon as possible after the completion of each season with recommendations for all membership types and fees for the ensuing year.
- Ensure that tickets and related membership data are prepared for distribution.
- Assist with the collection of membership fees from players and general members.
- Provide details of all members to the Club Secretary to maintain the Club data base of membership.

Relationships

- Reports to Club Secretary.
- Liaises with the Club President and Secretary.

Accountability

- Accountable to the Club Secretary.