

Committee Role Description



Role Title: Fundraising & Sponsorship Officer

Description: Reporting to the club chairperson this role provides a central point for the club to lead and develop opportunities for funding, grants and sponsorship. This may include the preparation and submission of funding bids to external organisations, working with other organisations to develop joint bids and ensuring the profile of the club is maintained.

Duties / Responsibilities:

- To identify and target sources of funding for the club in association with the club's development plan.
- 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 sponsorship proposals 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 boards, in association with the marketing / promotions and press officer.

Time Commitment:

- Variable and dependent upon status of ongoing submissions and negotiations. Concentrated periods of activity attached to funding bid submissions and fund raising events.

Calendar of events:

- None specified