



# FUNDRAISING COORDINATOR

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## Role

To coordinate fundraising activities for club.

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## Skills

- Approachable.
  - Enthusiastic.
  - Well organised and efficient.
  - Confident and effective communicator.
  - Reliable and honest.
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## Main Duties

- Prepare and execute a fundraising plan in conjunction with the management committee.
  - Liaise with the Publicity Coordinator to promote and publicise fundraising activities.
  - Liaise with the Honorary Treasurer to keep a record of monies raised, monies spent and floats held.
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## Commitment

An ongoing responsibility for dealing with fundraising matters.  
Attending monthly management meetings.

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## Benefits to Self

An opportunity to contribute to the success of the club.

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