



Please note all role descriptions are for guidance only. Please adapt/add to this basic information to ensure it is relevant to your club's requirements.

Events Manager

Purpose

To ensure that all events motivate people to attend and/or reward volunteers, are successes in order to ensure the future well-being of the club.

Key aspects of the role

- 1. Lead the organisation of all events**
Plan, organize and lead a team to deliver major events, e.g. Summer Balls, Sportsmen's Dinners, Tournaments, Beer Festivals, etc.
- 2. Work with other officers to set targets**
In consultation with other club officers, set targets for each event in terms of increased participation, funds raised, rewarding volunteers or simply having more fun.
- 3. Maintain a calendar**
Put in place a calendar of events to maintain momentum and awareness throughout the club.

Is this role for you?

If you are motivated, well-organised and well-connected, excellent at inspiring others with experience in event planning and understand and are aware of other competing activities, you could hold a position that is instrumental for keeping the club running.

TEAMWORK RESPECT ENJOYMENT DISCIPLINE SPORTSMANSHIP