

# RAIDERS NETBALL COMMITTEE POSITION DESCRIPTIONS



## GRANTS/SPONSHIPS COORDINATOR

To identify and apply for any grants that are appropriate for the club. Grow club sponsors and be the point of contact for current club sponsors.

### Responsibilities and duties

#### Grants

- Actively seek new grant opportunities that the club can apply for
- Prepare grant applications and submit within due dates
- When grant applications are successful, ensure funds are received and spent on the appropriate expenses within the timeframes set
- Ensure correct acquittals are submitted on time

#### Sponsors

- Submit sponsorship proposals for approval by the management committee
- Actively seek new potential sponsors
- Invite current and prospective sponsors to events
- Arrange for advertising of sponsors through club social media platforms

#### General

- Attend club meetings as required by the management committee and promptly attend to agreed actions arising from committee meetings
- Attend and assist at all club events and activities, where possible
- Represent the club in a professional, positive and appropriate manner

NOTE: This role does not need to be a member of the Management Committee.