

Position Description: Marketing Coordinator

Marketing Coordinator

The Marketing Coordinator is responsible for overseeing all promotional and marketing activities for the club, including implementation of the marketing plan and annual recruitment drive for members and players.

Ideal candidate is:

- A good networker and communicator
- Positive and enthusiastic
- Well organised

What they do

- Develop, in conjunction with the executive committee, the club's Marketing Plan.
- Implement strategies and recommendations of the Marketing Plan.
- Develop in conjunction with the recruitment coordinator an annual recruitment strategy.
- Maintain relationships with key media, community, and sponsor contacts.
- Develop and submit regular press releases to local media.
- Publicise and promote all events, programs, and competitions.
- Maintain sponsors and supporters' relationships.
- Update committee on the marketing plans progress.



Desirable Skills

- Strong communication skills
- Good written skills
- Social media skills
- Experience with dealing with local media
- Excellnet organisational skills

Time Required

<insert number of hours> hours per week from <insert month> to <insert month> of the year.