
GREENWICH BOROUGH MARINERS

Swimming Club

(Affiliated to K.C.A.S.A. & London Region A.S.A.)

PUBLIC RELATIONS OFFICER

Role

To promote and publicise all information about your club

Skills

- Well organised and efficient
- Sound knowledge of the club
- Confident and effective communicator
- An interest or background in marketing and promotion

Main Duties

- To Promote and Publicise, in a positive way all aspects of the club
- Establish working relations with local media
- Produce informative and unbiased newsletters with regards to all sections within the club as and when appropriate information is available
- Report on club events (internally and externally)
- Organise non-swimming social events for the relevant members of the club as requested / approved by the management committee

Commitment

Ongoing weekly responsibility