

Southside BMX Club

ROLES AND RESPONSIBILITIES

Fundraising Officer

The Fundraising Officer is required to:

- Recruit at least one other person to assist in fundraising for the year;
- Meet with the Executive Committee at the start of the season to set a target for the amount of fundraising money required for the year;
- Attend committee meetings on a regular basis to keep them informed of any fundraising ventures coming up;
- Organise and implement fundraising events throughout the season;
- Liaise with other Committee members to get input into ideas for fundraising events;
- Organise a raffle for our round of the Super Series and/or States;
- Maintain liaisons with the public and local business;
- Assist in organising any social events for club members as required. This may include windups and trophy presentations;
- Give any information regarding fundraising to the Web Master to be advertised on the website;
- Give a details list of local businesses who have supported our club to the Web Master; and
- Ensure the Treasurer is informed of any monies coming into the account or any expenses that need to be paid.