

Social

Overview of the Role

The primary aim of the Social committee member is to organise and promote a range of enjoyable social activities within the club to contribute to a positive membership experience.

What you will be doing

Exact responsibilities will be agreed (and may be shared) but will likely include:

- Establish a programme of monthly social activities to cater for interests of the membership,
- Create and work closely with a social 'sub-committee' to support in social activities
- Organise catering and entertainment as required
- Promote events to members including monthly calendar
- Maintain bar stock, pricing and separate bar committee access
- Maintain bar and food safety license requirements
- Manage the budget for social events, track expenses, seek sponsorships or donations
- Evaluate event success, gather feedback, and make improvements for future events

Skills and experiences needed for the role

- Genuine interest in being involved in the management and running of the Club
- Enthusiastic, with good people skills
- Good organisational skills
- Knowledge of diverse groups and how to cater events for a range of backgrounds

Commitments

- Time commitment will vary dependent upon tasks but on average this will be on average 2 hours per week
- 1 x Committee meeting / month
- 1 x Social Event per month (minimum)