

REIGATE PRIORY BOWLING CLUB

Role Description

Role Title: **Marketing Manager**

General Description

To assist in the smooth running of Reigate Priory Bowling Club for the benefit of its members, by liaising with current sponsors and being proactive in connecting with new ones.

Specific Duties

1. To maintain links with current sponsors and provide them with end of season updates on the playing successes of the club together with details of work carried out at the clubhouse during the year.
2. To maximise sponsorship funds and look for future sponsors which are in keeping with club policies.
3. To publicise club events and results with the local press.
4. To assist the "Corporate Evening" organiser with contact details for participating clubs, companies and organisations.
5. To keep the committee informed of developments in respect of the relationship with sponsors and advertising.
6. To attend Committee meetings on an ad hoc basis, as requested, to discuss any matters arising from above.
7. To recognise the need to adhere to the current General Data Protection Regulations in respect of the information passed on to current and possible sponsors.
8. To adhere to all RPBC policies and procedures

Other Duties

1. To actively involve Club members in the day to day running of the Club, to ensure a succession of knowledgeable participants for the future.
2. To undertake such other tasks as may be reasonably requested by Captains or Chairman.