

## *Elwood Sailing Club*

### **Promotions Coordinator Role and Responsibilities (July 20, 2020)**

- 1) Develop and obtain GC approval for sponsorship strategy, on an annual basis.
- 2) Identify grant and sponsorship opportunities, and obtain GC approval to apply where considered appropriate by the promotions coordinator.
- 3) Apply for and resolve issues with grant and sponsorship applications.
- 4) Maintain a record of grant and sponsorship opportunities and application status, and report to the GC.
- 5) Upon a successful grant or sponsorship, address the follow-up requirements such as project completion documentation, as set by the grant/sponsorship organisation.
- 6) Liaise with the Regatta Management Sub-Committee on sponsorship plans

See also the document on the general R&R of all General Committee Members