



The Role of the Fundraising Officer

Introduction

A fundraising officer oversees a club's fundraising strategy. A club often requires additional funds, especially if it is saving up for a new project or equipment. The role often spans organising fun, social events to completing grant application forms to negotiating sponsorship deals with local businesses.

Responsible to:

- The Club Treasurer

Responsible for:

- Skaters, volunteers and coaches involved in fundraising activities

Personal qualities and attributes:

- Confident and approachable
- Enthusiastic with a good knowledge of the club's activities
- A strong communicator
- Persuasive
- Basic administration skills
- Well organised and able to arrange events and other activities
- Interested in or experienced in generating additional income

Roles and Responsibilities within the club:

- Identify sources of funding in association with the club's development plan
- Talk to / build a relationship with local businesses and funding providers
- Develop sponsorship proposals
- Organise innovative fundraising activities to generate income
- Explore grant opportunities and complete application forms, together with members of the Club Committee including the Chairperson

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