Volunteering- Events Manager

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| **Main Purpose of Role:** | To raise the clubs profile, generate funds for the club |
| **Hours a Week (Approx):** | * 1. hours
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| **What will you be doing:** | * Set up and run club events to generate funds
* Create match day programmes if required
* Organise the events the Comets hold annually
	+ Christmas Fair
	+ Twyford Together Fun Run
	+ Donkey Derby
	+ Twyford Comets Fund Day
	+ Twyford Comets Presentation Evening
	+ Comets V Cricket Club Charity matches
	+ Easter Soccer School
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| **Equipment Needed:** | Computer, Internet |
| **Desired Skills:** | Communication SkillsWriting ReportsCreativityOrganisational skills and able to work to deadlinesWorking knowledge of the internet and website construction a bonus |
| **Expenses Paid:** |  |
| **Training Available:** | County FA Workshops,  |
| **Where the role will be carried out:** | Football Club/Home |
| **Who will need updating on issues:** | Club Committee, Coaches,  |
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