



## **Lincoln Wellington Athletics Club - Terms of Reference**

### **Fundraiser**

#### **Appointment**

The Fundraiser will be appointed at the AGM from nominated members. Alternatively, appointed via the club management committee during the club year.

#### **Duration**

The post of Fundraiser will be for up to one year effective from appointment until the next AGM.

#### **Responsibilities**

1. To generate additional income for the club during the financial year. Funding raised will be used:
  - For purchase of new equipment.
  - To cover bus fares.
  - For purchase of additional club kit.
  - To purchase trophies for annual club presentations.
  - Other miscellaneous expenditure.
2. The co-ordination of any ongoing/new initiatives to achieve the above (e.g. a club lottery)
3. The lobbying of local firms and organisations to obtain sponsorship and communication with these bodies to express thanks and how any funding is used.
4. Communication with local and national authorities regarding sports grants which may benefit the club.
5. Collection of monies from fund raising schemes and forwarding to Treasurer.
6. Reporting of fundraising activity to the committee.

#### **Level of Commitment**

A few hours a week to suit, occasional meeting with third parties and liaison with committee. The club would consider funding suitable training course(s) if required.