## **Logo  Description automatically generatedA grey background with black text  Description automatically generatedPLAYER RECRUITMENT OFFICER**

## Reports to: Committee

## Purpose of the role

## The Player Recruitment Officer is to promote the club within the community to attract and register new players and keeping existing players within the club.

## Qualifications & Desirable Characteristics

* Hold current or willing to obtain a volunteer “Working with Children Check”
* Works well in a team environment
* Organisational skills
* Effective communication skills

## Duties and Responsibilities

## Prior, during and post season duties for the Player Recruitment Officer may include but are not limited to:

* Advertise and promote the playing opportunities of your club.
* Be the first point of contact for parents and potential players wanting to know more about your club.
* Running a “come and try” or “meet the coach” days and inviting potential players to come and experience the sport and your club culture.
* Create and maintain a register of key relationships in recruitment (e.g. junior clubs, schools etc).
* Implement player recruitment strategies.
* Create marketing information which can be provided to club participants and new potential players and maintain latest recruitment information on the club website.
* At the end of each year review and update your position description to ensure it continues to reflect the requirements of the role.

## Time Commitment: 1 – 2 hours per week or as requested