

# POSITION DESCRIPTION

## Executive Revenue Streams



### Executive Role

Decision making, overseeing and long term focus level of the committee.

### Objectives

- To ensure that the executive committee receives accurate financial reports on membership, sponsorship, fundraising events and activities.
- To support the committee to ensure the efficient operation of the club.
- To ensure that appropriate support is provided to managers of membership, sponsorship, grants, Australian Sports Foundation, fundraising events and other income producing activities.

### Responsibilities

- Oversee and support coordination of club membership, sponsorship, grants, Australian Sports Foundation, fundraising events and other income producing activities.
- Work with Volunteer Coordinator to ensure that all social events held are promoted to return the highest possible financial benefit to the club.
- Work with Volunteer Coordinator to establish a fundraising calendar for the year to be approved by committee.
- Oversee and assist the managers of membership, sponsorship, grants & Australian Sports Foundation, farming and fundraising roles.

### Relationships

- Reports to and liaises with the president, executive and non-executive committees.
- Liaises with the managers of membership, sponsorship, grants, Australian Sports Foundation and fundraising.

### Accountability

- The executive revenue streams is accountable to the president and the committee.
- Provide a report on any aspect or portfolio of the club's operations to the committee as and when requested.