



## Social Secretary

### Role Description

#### Aims and Objectives

- To co-ordinate fund-raising activities for Silver City Blues (Masters) Swimming Club

#### Duties and Responsibilities

- To attend committee meetings.
- To arrange social occasions for club members throughout the year; namely summer BBQ, meals and general nights out.
- To arrange club Christmas evening venue and food.
- To arrange annual club competition social venue, food and DJ.
- To arrange reporting of social events to all club members.

Signed.....

Date.....

