

CLUB LIFE

Empower, Engage, Sustain

Roles and Responsibilities Social Secretary

Role:	To organise social events for the club
Approximate time commitment:	Varies throughout the year
Useful skills and experience:	<ul style="list-style-type: none">▪ Excellent organiser▪ Considerate to club members needs▪ Effective communicator – written and oral▪ Enthusiastic▪ Friendly▪ Outgoing▪ Reliable▪ Ability to delegate
Support / Training	Support through the club
Tasks:	<ul style="list-style-type: none">▪ Communicate with club members to identify suitable social activities for everyone in the club▪ Organise social events for the club▪ Work closely with the clubs fundraiser, catering and bar manager▪ Organise events to encourage new members to the club▪ Motivate club members to attend events▪ Liaise closely with the club committee



For more information, visit:

www.hockeywales.org.uk/play/club-life



Benefits of Volunteering

- To learn new and develop existing skills through hands on experience
- Personal & professional development and/or training
- The ability to explore different sorts of career or job opportunities in a voluntary capacity
- A chance to get out, have fun and meet some new people – enjoying the social life that hockey clubs generate
- Experiencing new challenges
- Supporting your local community – putting something back into your community, personal satisfaction knowing you have helped others



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