



# FRANKSTON DOLPHINS FOOTBALL NETBALL CLUB

PREMIER PARTNER:



## FUNDRAISING COORDINATOR – General Committee Role

### Objective

- To provide support to the Executive and Committee members to ensure the efficient operation of Club raffles and fundraising activities.
- To maximise revenue through the conduct of approved raffles and fundraising initiatives through the course of the year

### Responsibilities

- Prepare a report detailing the conduct of all raffles and fundraising initiatives for consideration by the Committee at the commencement of the season
- Ensure all raffles and fundraising initiatives are conducted ethically and responsibly
- Arrange all tickets and prizes for all approved raffles and fundraising initiatives
- Coordinate the selling of raffle tickets through either rostered personnel or others as required
- Arrange necessary permits where required for major raffles and fundraising initiatives
- Ensure all raffles and fundraising initiatives are conducted as planned through the season

### Relationships

- Reports to the President & Club Secretary
- Liaises with the Club Committee
- Liaises with players and others rostered to undertake raffles and fundraising initiatives

### Accountability

- Fundraising Coordinator is accountable to the President and the General Committee
- Provide a report on portfolio operations to the monthly Committee meeting as required
- Seek ratification from the appropriate Committee member prior to committing the Club to any financial expenditure or action