



HELP WANTED

Vacancies at Braunstone Swimming Club

General Secretary

Required NOW to carry out the General Secretarial duties for the club.

The main duties involve attendance and recording of minutes of all Management Committee meetings (normally monthly), also dealing with correspondence and any required administration functions, needed for the day to day running of the club.

If you have secretarial or administration skills then this role will be good for you.

More details available on request.

Fundraising Secretary

Required NOW to organise fundraising activities for the club.

The main duties involve, helping to organise fund raising projects and applying for sponsorship to bring essential funding to the club.

If you have any experience with fundraising, or would like to get involved, then this is for you.

If you are a member, and have interest, in either of the two roles, or want to find out more and wish to be considered, we would love to hear from you as soon as possible.

Please contact/apply to:

Alan King (Acting General Secretary)

Telephone: (0116) 2912776

Email: ayking@ntlworld.com

Posted: Sunday, July 04, 2010