



**GRIMSBY AND DISTRICT SENIOR NETBALL
LEAGUE - GDSNL
ROLE CHARTER**

PRESS & PUBLICITY OFFICER

The Press & Publicity Officer has an operational role to play in representing the GDSNL Committee. This role will require approximately ** hours per week.

Role Details include but not limited to: -

- Promote GDSNL and the activities through local press, social media, Lincolnshire County and England Netball
- Send weekly match reports to Grimsby Telegraph
- Promote Junior Netball, Netball Now via media-based methods.
- Manage GDSNL Website:
 - Upload Match reports to GDSNL Website
 - Upload Fixtures
 - Upload Results and Tables
- Keep Website current, look to improve where necessary
- Manage Instagram/Facebook Account
- Liaise with Grimsby Telegraph to ensure publicity for the League – Matches and Presentation Evening
- Liaise with nominated Charity for attendance at Presentation Evening
- Source a presenter for Presentation Evening
- Minimum attendance of at least two committee meetings & two League Meetings throughout the year
- Provide a quarterly Newsletter for all GDSNL members to be circulated by the Secretary.

Qualities and Skills Required

- Need to be well organised with good communication skills
- Be Confident to raise the profile of GDSNL
- Any previous experience of marketing would be useful but not essential
- Able to produce interesting, well written reports, press releases etc

Code of Conduct

- Display high standards in my language, manner, punctuality, preparation and presentation to ensure that all time spent with me by participants or colleagues is a positive experience
- Develop an appropriate working relationship with committee members, based on mutual trust and respect.
- Exercise reasonable care and skill when carrying out my duties, including but not limited to keeping up to date with the latest practices and developments by taking up further education and other personal and professional development opportunities
- Be consistent, independent and demonstrate complete impartiality through exercising reasonable care and skill to enforce the rules of the game by applying them fairly and to effect control of the game
- As a committee member, seek to inspire and motivate in accordance with an individual's abilities to enable them to play to the best of their ability and realise their potential

- Display consistently high standards of behaviour and appearance appropriate to the Grimsby & District Senior Netball League.
- Never exert undue influence over players to obtain personal or committee benefit or reward (e.g. promotion of your own club over another or to take financial reward)
- Never condone rule violations, rough play or the use of prohibited substances.
- Encourage participants to self-reflect in order to add value to their performances and not just look at results.
- Encourage and guide participants and parents to accept responsibility for their own performance and behaviour.
- Be mentally and physically fit to carry out my role within netball
- Ensure that the training and/or competition environment is safe and appropriate for the age, physical and emotional maturity, experience and ability of the athletes
- Ensure that I follow instructions and comply with all health and safety regulations that apply to the role I am undertaking.