



POSITION DESCRIPTION

COMMITTEE MEMBER SOCIAL COORDINATOR

Background

YPCC plays in the senior division of the Victorian Turf Cricket Association, and fields four teams who play at the Ryder and McAlister Ovals in Royal Park. YPCC have played at these grounds since 1945.

The Clubs unusual name is derived from Harry Youlden, our founding father and Kensington bookmaker who established Youlden Kensington Cricket Club in 1922. Youlden Kensington and Parkville Cricket Club merged in 1972 to create YPCC.

Purpose

- Create an enjoyable, welcoming and inclusive social environment at YPCC.

Responsibilities

- Develop a calendar of season social function and distribute to all club members two weeks prior to season commencement;
- Coordinate the recruitment and meetings of a social sub-committee to support activities;
- Provide a range of social events that cater for the diversity of the clubs membership base;
- Prepare a budget including estimated costs and revenues of major social events for approval by the Club Committee;
- Collaborate with the Chair of the Financial and Sponsorship Development Sub-committee and the Treasurer to ensure social functions are profitable and don't incur financial liabilities;
- Coordinate the promotion of club social activities within the broader community;
- Provide regular reports to the Club Committee;
- To regularly attend Club Committee meetings, the AGM and club functions.

Skills and attributes

- A commitment to the values and behaviours of the Club as defined in the Club Charter;
- Able to publicly represent the Club at local and regional levels;
- Experience of working collaboratively with others;
- Enthusiasm for creating a positive club atmosphere;
- Good organisational skills

Accountability

- The social coordinator is accountable to the President and Club Committee

Time Commitment and Remuneration

- Estimated time up to one hour a week. More time will be spent in the lead up to major social functions. Club Committee meetings are 2 hours and occur once a month. The position is voluntary.