

AC Delco Committee

Role description:

Match Secretary

This role is a co-opted role in support of the committee. The role holder may be invited to join a committee meeting from time to time but will have no voting rights. The importance of co-opted roles should not be underestimated as they are necessary for the efficient running of the Club. The post holder will:

1. Encourage AC Delco Bowmen members to enter lower level competitions (non-record status competitions) organised by AC Delco and other clubs in Hampshire and adjacent counties.
2. Maintain a log of such up coming competitions on the Club's web-site.
3. Advertise such competitions on the club member's Facebook page.
4. Advise archers considering their entry in such competitions about what will be required in terms of shooting standard and equipment and also about shooting distances and what might be appropriate for the archer. This should be done in close liaison with the coaching team.
5. Collect entries and entry fees and make block entry applications on behalf of the Club.
6. Report any club success in these competitions on the club member's Facebook page and pass on suitable articles to the current manager of the "News" page of the Club's web-site.

September 2023