



Thornbury & South Gloucestershire Amateur Radio Club

The Chantry, Thornbury, Gloucestershire. <http://tsgarc.uk>

Terms of Reference : Ordinary Member Outreach and PR

The information specified below describes the responsibilities of an Ordinary Member with officer responsibilities as indicated:

- To act as principal PR officer, ensuring that all PR and advertising is coordinated with external groups, societies, RSGB regional and national whenever the need arises in consultation with other committee members as appropriate
- To represent the club at specific external PR events when required and in consultation with other committee members as appropriate
- To act as principal outreach officer in respect of initiating and maintaining professional links to and with external clubs, societies, colleges, schools and other organisations with whom the club wishes to become involved in the interests of furthering its work and radio interests
- To advise the Chairman and Vice Chairman on matters of strategic external outreach, professional development and event management as and when required
- Ensure a comprehensive and complete handover of duties, knowledge and all club data/records to your successor so the club business is not impacted.