



Social Media Coordinator Volunteer Role Description

Time Commitment:

- 1-2 hours a week on average.
- Work from home at times to suit you.
- Participate in the monthly committee meetings (via Teams or other online platform) as required.

What the role involves:

- The International Topper Class Association (GBR) needs to increase the frequency, immediacy and spread of social media press coverage for events throughout the year. This will help build the reputation of the class and to continue to deliver its activities and services for sailors, whilst building and maintaining a vibrant Junior Pathway Class.
- Liaise with the ITCA (GBR) Events Manager and Regional Representatives to promote both national and regional events.
- Either write or coordinate the production of a report on Topper events in a timely manner.
- Ensure ITCA (GBR) are promoting existing Class Sponsors sponsor as agreed.

Skills/experience needed:

- You will probably be a Topper 'parent', as it is preferable that you can attend events with your sailor, so that social media posts are fresh and immediate
- Well organised and able to work to deadlines
- Good communication skills
- A sense of humour
- Proficient in the use of various social media channels