

**Role:** Press Officer

**Currently held by:** Jordan Wilson (Interim)

**Role description:**

* Collating information from relevant areas and distributing via website and social media
* Develop current website and update as necessary.
* Collating results, match reports and pictures and sending through to local press as well as preparing articles for website.
* Update Facebook and Twitter accounts on behalf of the organisation plus use other social media to increase club's profile
* Actively promote playing opportunities through schools.
* Advertise for volunteers. Promote opportunities through word of mouth, posters, leaflets and local media
* Issue a minimum of 4 press releases to local media per year.

**The successful applicants will need;**

**Desirable;**

QTS or teaching certification

Degree in sports coaching/development or Education

Coaching Qualification

Experience of Coaching Football

Experience of Sussex Schools FA competitions

Please send an electronic copy of your CV along with a cover letter detailing why you feel you would fit this role.

Expressions of interest must include ‘Press Officer' in the email subject line to Chairman Ross Maryan via email uccrmaryan@uctc.org.uk