# About the Role

The Fundraising Secretary is a member of the committee who oversees and organises fundraising events which can help support the future running of the society and/or any productions in progress.

# Role Description

* Manage a socials subcommittee as appropriate (consisted of committee or co-opted members)
* Research grant opportunities and apply if relevant
* Research opportunities for sponsorship
* Plan society run fundraising / promotional events throughout the year
* Liaise with Social Secretary to plan the activities calendar for the year to avoid potential clashes
* Liaise with Marketing Secretary to promote and fundraising or promotional events throughout the year.
* Attend monthly committee meetings to report on upcoming fundraising events.
* Produce a report of the society’s fundraising activities for the AGM