

# Media Coordinator



## St Mary's Sharks Basketball Club

The role of the Media Coordinator is to manage communications for the SMBC utilising however not limited to; St Mary's Sharks Website, Facebook, Instagram

Specific duties include but not limited to:

- Create engaging and interesting content for publication to promote the SMBC for members and the local community.
- Coordinate the production of a monthly / quarterly newsletter.
- Promote club events and develop content to increase interaction with social media platforms (eg competitions, player of the week etc).
- Manage communication as required with community eg. via school newsletters (registrations, committee vacancies).
- Attend quarterly committee meetings.
- Assist to develop / update policies as required.

Contact: [socialmedia@stmaryssharks.org.au](mailto:socialmedia@stmaryssharks.org.au)