



**Hampton-in-Arden Sports Club Limited**  
Company limited by guarantee  
Registered Office: Shadowbrook Lane, Hampton-in-Arden, Solihull, B92 0DQ  
Clubhouse telephone: 01675 442284  
Registered in England No. 1179485



Hampton-in-Arden Tennis Club  
Web site: [www.hamptontennis.org.uk](http://www.hamptontennis.org.uk)  
Chairman: Chris Barnes  
68 Meriden Road, Hampton-in-Arden, Solihull B92 0BT  
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## **SOCIAL CO-ORDINATOR ROLE**

The Social Coordinator is responsible for coordinating the organisation of all social events at the place to play.

### **What makes a good Social Co-ordinator?**

- Sociable!
- Enthusiastic
- Motivated with an ability to motivate other key volunteers
- Good communication skills
- Well organised
- Committed

### **Roles and Responsibilities**

- Bring all members together to develop and enhance relationships
- Provide after tennis opportunities for members to improve the atmosphere and ensure that it is busy at all hours!
- Engage parents in tennis and even if they don't play – if they are engaged they could be recruited by your volunteer co-ordinator
- Organising one off events such as the finals day BBQ, Christmas Party, Quiz night etc
- Recruit a team of helpers – this is too big a role for just one person
- Key role in ensuring people stay members (retention)

### **Estimated Time Commitment**

10 management committee meetings per annum, 1 AGM, other meetings as required.

1 - 2 hour per week throughout the year

### **Key Relationships**

Coach, Team Captains, Management committee, All groups within the membership