

Job Description
VP of Publicity and Marketing

The Vice President of Publicity is responsible for the following:

- Posting time, dates and location for Newcomer Orientation Meetings through local news media and on the Club's web site
- Printing and updating of promotional materials: business cards, etc. and use of the club logo
- Inventory and tracking of "Newcomer" street signs
- Promoting SBNC in the community through the Chamber of Commerce, Visitors Center, Realtor Associations, and Press Releases
- Attending monthly board meetings and supporting board members and committee chairs with branding
- Approving submissions and changes to web site copy and online materials in the public sections of the web site