

**Job Title:** Warrandyte Diary Correspondent

**Reports To:** Executive Committee

**Special Skills Required:**

- Well developed written/communication skills
- Well organized
- Creative
- Enthusiastic

**Duties:**

- Write a monthly media release to appear in the Warrandyte diary outlining news items, summaries of teams progress, upcoming events, special achievements any other noteworthy items of special interest involving the club or any of its members.