



# Club Development Officer opportunity

## Manchester & District Orienteering Club



**Manchester & District Orienteering Club are looking for an enthusiastic and creative Club Development Officer to assist the club in growing its active membership and attracting new people into the sport.**

The successful candidate will ideally be an active orienteer with a practical understanding of the sport, a good working knowledge of social media platforms (in particular Facebook and Instagram) and the creative skills to produce engaging and attractive messaging to attract newcomers. They should also be a self starter with the ability to work collaboratively and should be based in or near to the Club's catchment area of South Manchester and East Cheshire.

The successful candidate will be contracted by the club to provide an average of 8 hours per week at £15 per hour, initially for 6 months between April and October 2025, with option to extend. Flexible working is expected including some weekend and evening work and attending specific Club newcomer events. They will also be expected to be, or become, a member of British Orienteering. A Club representative will act as a primary contact point with the Club and provide guidance and support to facilitate successful delivery.

The role will involve:

- Developing and driving an effective social media marketing initiative, primarily through Facebook and Instagram and the Club's website, to attract families with young children and young professionals to try orienteering through Club events and activities .
- Supporting in the organisation of a range of newcomer focussed events and activities over the summer (2025).
- Building and maintaining a contact list of engaged non members (in line with GDPR) for direct marketing purposes.

To apply, please submit:

- A personal profile explaining how you meet the requirements of the role, providing examples of relevant experience where possible (Max 250 words).
- A single A4 'presentation slide' to explain how you would approach the development and delivery of a social media marketing initiative for the Club over the initial 6 month duration of the contract. This can use text, diagrams and images to help convey your ideas.

Applications should be submitted by e-mail to [Chair@MDOC.org.uk](mailto:Chair@MDOC.org.uk) – **Deadline for receipt of Applications 23:59 on Monday 31<sup>st</sup> March 2025.**

Should you have any further questions or wish to discuss this opportunity please e-mail [Chair@MDOC.org.uk](mailto:Chair@MDOC.org.uk) by 27<sup>th</sup> March 2025.