**ADVERTISING COORDINATOR**

DIVISION: Marketing

APPROXIMATE TIME COMMITMENT: 1-2 Hours per week

CANDIDATE SHOULD POSSES:

* Previous experience in the advertising / marketing fields
* Excellent organization and communication skills
* A basic knowledge of youth sports, specifically basketball, soccer & softball
* The ability to network with other businesses, sponsors and organizations

RESPONSIBILITIES INCLUDE:

* Organizes Stewarts roll outs
* Arranges for signage and banners at events, etc.
* Plans promotional items / promotional events
* Handles all other advertising avenues

DIRECT REPORTS:

1. Marketing Committee Members

REPORTS TO: Communications Director