



FencingWA

Board Director - Communications

FencingWA (FWA) is the governing body for the Olympic sport of Fencing in WA. We are a non-for-profit organization with a volunteer board.

We are currently looking to recruit a Board Director to oversee our communications. The FWA Board is now looking to move away from being operational to being more strategic and to develop better communications and community engagement.

Desirable Skills

- Excellent writing/editing and verbal communication skills.
- Experience developing and implementing communications strategies. (advantageous but not essential)
- Ability to work collaboratively with all constituent groups such as board members, volunteers, donors/supporters, clubs and members.
- Can maintain confidentiality on relevant matters.

Responsibilities

- Develop, implement and evaluate FWA communications plan.
- Oversee the development and distribution of all print and electronic communications including but not limited to, newsletters, brochures, FWA website, Facebook and Instagram accounts.
- Mentor volunteer members responsible for communications such as the Communications officer and Website administrator.
- Manage all media contacts.

Constitutionally the Board has to meet at least 6 times each year and we aim to try and meet Monthly. Board members are allowed to attend by telephone or other means of instantaneous communication such as skype on occasions when they are available but unable to be present in person.

Please send a one-page summary of your skills and relevant experience to the FencingWA president at fencingwapresident@gmail.com