

BACK UP BALL

Committee member role description

Purpose

To be an effective member of the organising committee for the Ball in helping to achieve maximum financial success for Back Up as well as providing an enjoyable event experience for all guests who attend.

The person

Qualities:

- Excellent interpersonal skills including communication, listening and reasoning
- Friendly and enthusiastic with a good sense of humour
- Encouraging, supportive and respectful
- Creative with a willingness to share ideas
- Good organisational skills and able to delegate where appropriate
- Good at time keeping, decisive but also flexible and adaptable
- Proactive – happy to get on with tasks and research between meetings

Experience and knowledge:

- Previously attended a Back Up Ball or other similar charity events

Time commitment:

- Able to commit to once monthly meetings from February to November which take place in the evenings in the Wandsworth/ Clapham Junction area
- Able to commit to a full day and overnight stay in Birmingham on the day of the event

The role

- Actively contribute ideas in meetings and be prepared to invest time in following up on actions before the next meeting
- A willingness to approach contacts and request items for auction
- Ability to contribute creative ideas to generate funds on the evening

If you require more information or are interested in joining as a member of the committee please contact Emma using the details below:

Emma Prince (Major Events Manager)
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