



# Role description: Recruitment and PR Officer

**Title:** Recruitment and PR Officer

**Outline:** To assist with the recruitment of new members from Scouts and outside. To be responsible for memorable investiture of new Members. To be responsible for Unit's media coverage.

**Responsible for:** not applicable

**Responsible to:** The Explorer Scout Leader

**Main Contacts:** Members of the Unit, members of the Unit Forum, the Explorer Scout Leader, the Assistant Explorer Scout Leaders, Scouts and members of other Explorer Scout Units

**Appointment:** Nominated by Explorer Scout Leaders, voted in by majority vote of the Unit meeting. Serves a term of one year before possible re-election. Appointment can be ceased by the Explorer Scout Leader. Can only serve for two years unless agreed otherwise by Explorer Scout Leader.

**Requirements:** Be available at 7pm on the 2nd Monday of each month.

| "General" Main Tasks                                                                                                                                                                                                                                                                                        | "Specific" Tasks Agreed with the Explorer Scout Leader |
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| <ul style="list-style-type: none"><li>• Visit Scout Troops to talk to Scouts about K2</li><li>• Where appropriate make contact with a Scout who is about to join the Unit</li><li>• Arrange a memorable investiture for every Unit Member</li><li>• Make sure Unit has good coverage in the media</li></ul> |                                                        |