



Fort Saskatchewan Soccer

10013 – 96 Avenue | PO Box 3071 | Fort Saskatchewan | Alberta T8L 2T1
Phone: (780) 998-1835 | Fax: (780) 998-1834
www.fortsasksoccer.ca | [Email: info@fortsasksoccer.ca](mailto:info@fortsasksoccer.ca)

Duties of the Sponsorship Coordinator

The primary responsibility of the Sponsorship Coordinator is to finding funding sources for the continued financial viability of Fort Saskatchewan Soccer programs.

The duties of the sponsorship coordinator include the following:

- Develop and maintain a sponsorship information package.
- Work with Sport Coordinator to maintain sponsorship database with current, expiring and expired sponsorships.
- Develop and maintain a relationship with sponsors.
- Obtain and renew sponsors.
- Acknowledge and recognize sponsors.
- Obtain artwork as needed by Equipment Coordinator and for website and Facebook.
- Work with president and sport coordinator to source new funding sources such as corporate or government grants and casinos.

The Sponsorship Coordinator position is a one year position with membership on the Communications, Marketing & Promotions Sub-Committee.