



PITTWATER BASEBALL CLUB.

POSITION: *NEWSLETTER EDITOR*

Description:

- Request information from the Committee for inclusion in the Newsletter.
- Ensure all activities and courses are detailed in the newsletter as supplied by either Committee Members or the League.
- Proof read any reports for appropriateness of good sportsmanship and grammar prior to publication.
- Email Newsletter to all members by Thursday night weekly.
- Print copies of Newsletter, or arrange for printing, weekly for each team and ensure they are in the team pigeon holes by Friday evening weekly or 7.30am Saturday mornings.
- Keep up to date with information on the MWJBL and Baseball NSW websites and place in our newsletter as appropriate.
- Ensure sponsors details are obtained from Sponsorship Coordinator and are kept up to date in the newsletter.
- Ensure the Photographic Image Policies supplied by the League are adhered to with any photos printed in the Newsletter.