

HERON LAKES WOMEN'S 18-HOLE GOLF CLUB

JOB DESCRIPTION

PUBLICITY CHAIR

1. The Publicity Chair is appointed by the President to serve during her term.
2. The Publicity Chair will write an article each month for the Leisure World newspaper. She will deliver the article and any pictures the paper will print to the appropriate editorial office on a timely basis (usually the 15th of the month prior to the newspaper's publication). The club photographer will provide the picture(s) to the Publicity Chair.
3. Due to space, limitations imposed by the newspaper from time to time, the article should be brief but contain information regarding coming events, winners during the past month and other items of interest to our club members.