

# British Crown Green Bowling Association

## Applications are invited for the post of Commercial Officer

### Job Description

#### Main Responsibilities

- Negotiate on behalf of the British Crown Green Bowling Association sponsorship and partnership deals to support the sport of Crown Green Bowls.
- Ensure all commercial agreements and transactions are well documented and signed by all parties.
- Implement and maintain a database of all commercial agreements and transactions.
- Manage all relationships with television and internet companies ensuring BCGBA and the sport receive the best coverage possible for the least funding. All television and internet coverage deals must be approved by the Management Committee first and as much funding as possible raised to support these deals.
- Manage the teams involved in the commentaries and interviews for television and internet coverage and ensure they are proficient and that the sport is given the best coverage possible. Personal participation in these commentaries and interviews is at the discretion of the post holder.
- Establish new initiatives to promote the sport of Crown Green Bowls.
- Provide regular reports and updates for all Management, Officers and Finance meetings.
- Play an active role in the governance of the sport of Crown Green Bowls and attend various BCGBA meetings both mid-week and at weekends.

#### Skills Required

- Computer proficient, with a sound administrative background.
- Skilled communicator, with proven verbal and written ability.
- Good interpersonal and negotiating skills.
- Experience of working in a commercial role desirable.

**The BCGBA is the National Governing Body for the sport of Crown Green Bowls and this role is one of 11 Officers responsible for the administration of that sport.**

Applicants are invited to send their Curriculum Vitae, to arrive **no later than 16 September 2017**, to:

**John Crowther**  
94 Fishers Lane  
Pensby  
Wirral  
CH61 8SB  
M: 07753 959369  
E: [jac21up@aol.com](mailto:jac21up@aol.com)

Applicants may also contact **John Crowther** if they wish to discuss the position in further detail.