**Public Relations Officer**

To have overall responsibility for press and publicity relating to the Band’s activities, including but not limited to:-

* Publicity/promotion of public performances and other activities undertaken by the Band;
* Maintaining the Band’s facebook page, posting articles and photos, advertising events and responding to messages;
* Drafting content for the Band’s website;
* Drafting articles for inclusion in the local press and other media channels;
* Liaising with the MD and Concert Organiser on matters regarding publicity/promotion of the Band’s own events, particularly special themed concerts;
* Design and production of posters/flyers for distribution by Band members
* Keeping the Committee informed of progress.