**Dragons Official Supporters’ Club**

**Terms of Reference - Media & Marketing Member**

1. **Appointment**

1.1 - The Media & Marketing Member (Media) shall be initially appointed by the Dragons Official Supporters’ Club Committee, hereinafter referred to as the DOSC, and reviewed for re-election as per the DOSC Constitution.

2. **General**

2.1 - The Media position shall be duly elected as per the requirements of the DOSC Constitution, and will remain responsible for ensuring the DOSC carries out its responsibilities effectively, independently of the Newport Gwent Dragons (NGD) senior management team and in the long term best interests of the Supporters.

2.2 - The Media member will act as the primary custodian of the DOSC’s media outputs, and with the Chair act as the primary, but not sole, representative and spokesperson for the DOSC from a media and marketing perspective.

3. **Duties**

The Media Member Shall:

3.1 - Lead and facilitate the DOSC Committee’s communication strategy, to ensuring it delivers agains the DOSC Constitution and the requirements of the NGD Supporters.

3.2 - Schedule regular meetings with DOSC’s primary stakeholders.

3.3 - Facilitate the communication of regular engagement events with the NGD Supporters.

3.4 - Ensure the DOSC Committee vision and objectives are adequately communicated to both the Supporters and the NGDs.

3.5 - Facilitate, with the Chair, the regular communication of the findings, recommendations and observations of the DOSC and the wider supporter base to the NGD senior management team.

3.6 - Ensure, where necessary, DOSC representation and support is made available to the NGD senior management team to attend and/or publicise any required engagement activities.

3.7 - Identify opportunities within local community and/or business to foster formal relationships, for the betterment of the DOSC, and it’s members.

3.8 - Act as one of the DOSCs leads with the wider engagement across the Rugby community in Gwent.

3.9 - Work to build Committee unity, consensus and solidarity.

3.10 - Evaluate the Committee’s effectiveness and implement improvement activities to the forum.

3.11 - Assist with the integration and mentoring of new Committee Members.

3.12 - Provide professional support to the Committee by demonstrating integrity and ethical behaviours, by creating a climate of trust, cantor and openness and by championing proper and professional governance.

4. **Media Member**

4.1 - The DOSC committee Media Member will be elected as per the DSC Constitution.

4.2 - Will be qualified and experienced to serve on the DOSC Committee as per the requirements established in the DOSC Constitution.

5. **Resignation**

5.1 - The Media Member is to provide the Committee with 21 days notice, in writing, of the intent to resign his/her position. Wherever practicable the outgoing Chair is to assist with the facilitation of the nomination of a new Chair as per the DOSC Constitution.