



The Scout Association of Australia
Incorporated by Royal Charter

1st Ermington Scout Group

Greater Western Sydney Region

Hall located at: 367 Kissing Point Rd (Cnr Bartlett Street)

Postal Address: PO Box 6 Ermington NSW 1700

groupleader@ermingtonscouts.asn.au

<http://www.ermingtonscouts.asn.au>

Fundraising Coordinator Role and Responsibilities

One of the main responsibilities of the Group Executive Committee is the raising of funds to cover new equipment, hall maintenance and major events.

Scouts Australia has a few policies in regards to fundraising that you should be aware of when planning a fundraising activity.

Youth members should earn funds, not solicit them. Funds gained in Scout Job Week, car washes, sale of lamingtons, chocolates, etc and walkathons are seen as earned. Funds raised by raffles, guessing competitions, etc are seen as donations and are the responsibility of Group and other support committees, which should not involve youth members in those activities.

Each time a fundraising activity is conducted we need to obtain a Certificate of Authority to Fundraise. The only exception to this rule is the BBQ's where a yearly Certificate of Authority is requested. This is available from the Region Office.

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1st Ermington Yearly Fundraising Activities

1 st Sat of Month	BBQ at Bunnings Lidcombe
April/May	Community Chest Ticket Sales
May	Scout Job Week
August	Fertiliser Drive
Nov/Dec	Christmas Treasure Trove (Community Chest) Ticket Sales

Other fundraisers we have run in the past include chocolate drives, bingo night and raffle ticket sales. Our aim is to try and conduct fundraising activities where we are asking from funds from outside the Scouting community.

Responsibilities

- To coordinate the fundraising activities of the Group
- To assist the members of the fundraising team
- To recruit new helpers to run fundraising activities with the assistance of the Group Committee
- To encourage parent participation in all fundraising activities
- To thank the people involved with the fundraising activities, via email or other means
- To obtain a Certificate of Authority to Fundraise from the region office for every fundraising activity, and to make sure these are passed on to the treasurer
- To ensure that at the completion of the fundraising activity that a completed region copy of the Certificate of Authority to Fundraise is forwarded to the region office.
- To come up with new fundraising ideas that meets the requirements of the Scout Association.
- To attend the Group Committee meeting monthly and report on the fundraising activities of the Group.

The Fundraising Co-ordinator works closely with the Group President and Treasurer, and reports to the Group President.