

The Open 2023 Recruitment Request

Job Title: Media Centre Assistant

Department: Corporate Communications

Volunteer/Paid Role: Paid

Job Purpose

Provide overall support to Media Services and Operations Managers.

Job Description

ROLE AND RESPONSIBILITIES

- Press conferences
- Runner
- Newspaper cuttings
- Photocopying
- Player scorecards
- Manual handling

EXPERIENCE (DESIRABLE)

- Interest in media and communications.
- Golf scoring.

SKILLS

- Excellent communication skills.
- Work well under pressure.
- Positive attitude and commitment to work.