

The Open 2022 Recruitment Request

Job Title:	Media Centre Assistant
Department:	Corporate Communications
Volunteer/Paid Role:	Paid
Dates:	Saturday, 9 July to Sunday, 17 July
Training Requirements:	The Open Induction

Job Purpose

Provide overall support to Media Services and Operations Managers.

Job Description

<p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none">• Press conferences• Runner• Newspaper cuttings• Photocopying• Player scorecards• Manual handling <p>EXPERIENCE (NOT ESSENTIAL)</p> <ul style="list-style-type: none">• Interest in media and communications.• Golf scoring. <p>SKILLS</p> <ul style="list-style-type: none">• Excellent communication skills.• Work well under pressure.• Positive attitude and commitment to work.
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