



Wealdstone Football Club: Volunteer Role Description

Job Title	Digital Media Executive (Volunteer)	Prepared:	October 2026
Reports to:	Wealdstone FC Media Manager	Benefits:	+ Industry experience + Free entry to matches
Location:	Various: including, but not exclusively, Wealdstone FC's training pitches at Brunel University Sports Park, Wealdstone FC's The Vale stadium (Ruislip) / Brunel Uni Sports Park for home matchdays, occasional away matchdays and remote working.		

Job Purpose

The key focus for Wealdstone FC Digital Media Executives will primarily revolve around the capture, purposing and publication of content across the best-known social media channels such as Instagram, TikTok, Facebook and X.

They will work collaboratively with other Communications, Digital, Design and Photography roles within the club's Media Team.

The role is focused on growing interest and engagement around a progressive organisation by telling the story of the club and its people – ups & downs, whatever the weather – with a compelling and authentic style that might challenge accepted football industry norms.

Key areas of contribution to Wealdstone FC's Media Team

- Capture short-form video to complement your carefully-crafted captioned copy and graphics
- Seek to bring to life human interest “through the eyes of” tales” using freedom of imagination
- Work to a set ‘Content Brief’ at times, but also ready to allow creative thoughts lead capture
- Provide a key resource for content capture on as matchdays (First-Team, Women's, Academy)
- Collaborate with teammates, all putting the club's best outcomes at the heart of all actions
- Enthuse over opportunities to gain experience of Media Team life outside of the Digital Media Executive remit; a ‘happy to try’ attitude key to success

Knowledge, Skills and Experience Required

- Knowledge: a basic understanding of the role football clubs play in their communities and an interest in football itself will lead to a better outcome for club and, more importantly, volunteer student
- Skills: basic content editing is desirable, but can be taught and learned. The ability to be pro-active of thought yet flexible enough to react quickly if the situation requires is just as important
- Experience: previous experience of making and publishing content is desirable, but not essential. A can-do attitude and willingness to learn and develop is more important.



Responsibilities while representing Wealdstone FC

Health and Safety

- To take responsibility for your own health, safety and welfare, ensuring compliance with Wealdstone FC's Health and Safety Policy, procedures and safe systems of work.

Training & Development

- To be open to on-job learning, providing opportunities to enhance your CV and deliver better outcomes for Wealdstone FC

Equality, Diversity & Inclusion (EDI)

- To be responsible for your own behaviour and act in a manner that avoids and discourages any form of discrimination or harassment, and in doing so to comply with Wealdstone FC's Equal Opportunities Policy.

Safeguarding

- To play your part in creating a safe, enjoyable and secure environment for all and ensuring that you read and understand the Safeguarding Policies in place at Wealdstone FC.

How To Apply

By email first, please, to richardwalker@wealdstonefc.com (Media Team Volunteer Co-Ordinator)

What to say and do?

- Tell us why you'd be a great teammate of ours here at Wealdstone FC in 200 words or fewer in the body of your email
- Share links to examples of any previously published work
- Attach your CV – tell us a bit about your background, studies and any interesting experiences

Check first at your end...

- ...about the number of hours you're allowed to volunteer per week/month if you're an international student. Be sure to let us know as part of your email covering note.

What's the deadline?

- There's no fixed application deadline, but the football season is live so the sooner the better!

Any further questions about the club or the role?

- Ask away: use Richard's email address above, mentioning the specific volunteer role in the Subject Line of your message, or call Richard directly for a chat on +44 7881 658415.