

CRONULLA RSL YOUTH SOCCER CLUB

A Division of Cronulla RSL Sub-Branch Youth Club Inc.



NON-EXECUTIVE ROLES

ROLE OF REGISTRAR

Responsible for:

- Oversee the registration of all players with Cronulla RSL.
- Maintain the Association data base of all our registered players.
- Liaise with the Treasurer to reconcile the payments received with the number of players registered.
- Work with the Age Group Managers to advertise /communicate with other clubs and through other means to attract players into teams that are short of players.
- Respond to any issues regarding grading of players. These inquiries are to then be referred to the Age Group Managers.
- Prior to the commencement of the season, late registration dates will be set noting for senior players the dates on which late registrations will be accepted in person and following which late registration fees will apply. The Registrar and any nominated Assistant Registrars will be rostered to these dates. These dates are to be advertised on the Club website.

Contact details for the Club Registrar to be clearly displayed on the Club website

ROLE OF AGE GROUP MANAGERS

Responsible for:

- Oversee the grading of players into teams according to the Clubs grading system guidelines.
- Handle all general enquiries from parents and players in that age group.
- Any parent/player enquiries about the grading process will be handled by the age group managers. Any appeals are to be in writing to be tabled before the Grading Committee.
- Ensure each team in the age group has a suitable coach and manager.
- Work with the registrar to advertise /communicate with other clubs and through other means to attract players into teams that are short of players
- Contact details for the Age Group Managers to be clearly displayed on the Club website.



ROLE OF HEAD COACH

Responsible for:

- Advising the Club in the purchase of relevant coaching aids.
- Liaising with Coaches and where appropriate running or facilitating attendance at relevant Coaching courses.
- Providing general advice to Coaches regarding the running of their coaching sessions.

ROLE OF CANTEEN ORGANIZER

Responsible for all aspects of the running of the canteen, including:

- ordering and receiving goods
- organising staff

The Canteen Organizer will be supported by:

- Club Treasurer responsible for banking the funds
- Canteen Duty Officers responsible for overseeing the canteen on days determined by a roster.
- BBQ organizer

ROLE OF BBQ ORGANIZER

Responsible for:

- Cleaning and set-up of BBQ area on designated BBQ days at Solander
- Re-filling/exchange of gas bottles for BBQ
- Liaising with Canteen Organizer regarding the purchase of food items for BBQ

ROLE OF EQUIPMENT OFFICER

Responsible for:

- Ensure we have a supply of balls, bibs and other equipment as required. This will require liaising with Coaches/Managers & Head Coach.

ROLE OF UNIFORM OFFICER

Responsible for:

- Purchasing and distributing uniforms for all teams.



ROLE OF CHILD PROTECTION OFFICER

A position required by the State Government. Responsible for:

- Ensuring all Coaches and Managers fill in the appropriate documentation and that an appropriate register of same is kept.
- Ensuring that all issues of child abuse are immediately referred to the appropriate authorities.
- Assist with review of Club's Child Protection Policy and ensure that it complies with current legislation in this area.

ROLE OF JUNIOR PRESENTATION DAY ORGANIZER

Responsible for:

- Organising the annual picnic and presentation day for junior teams. This includes booking the venue and organising trophies.

ROLE OF SENIORS PRESENTATION NIGHT ORGANIZER

Responsible for:

- Organising the annual presentation function for senior teams. This includes booking the venue and organising trophies.

ROLE OF TRIAL/SOCIAL GAMES ORGANIZER

Responsible for

- Organising social games before the season commences. This may include organising a local High School oval as the venue.

ROLE OF PHOTO ORGANIZER

Responsible for:

- Organising the taking of photos of junior teams.

ROLE OF MERCHANDISING OFFICER

Responsible for:

- Organising the supply and sale of caps, tracksuits and other Club merchandise

ROLE OF SOCIAL FUNCTION ORGANIZER

Responsible for:

- Organising social and fund raising evenings.