

The Equipment Manager is responsible for keeping equipment needed for training and game day at the appropriate levels.

Responsible to

The Equipment Manager is responsible to the President.

Responsibilities and Duties

The Equipment Manager should:

- Email all coaches a bag stock list and ask them to perform a stock take of all team bags at the end of each season;
- Order and distribute equipment for training or team bags;
- Maintain stock in accordance with team needs;
- Consult with Coaching Convenor at the end of each season to determine stock requirements (ie balls etc);
- Ensure coaches wash their team bibs at end of each season;
- Coordinate washing of all training bibs at the end of each season.

Knowledge and Skills Required

Ideally the Equipment Manager is someone who:

- Can communicate effectively;
- Has a knowledge of required items and time frame for replacement.

Estimated Time Commitment Required

The estimated time commitment required as the Equipment Manager of Ignite Netball Club is 2 – 3 hours per season, depending on the number of teams.

Reviewed Date: May 2018