

### Stormers Exec and General Committee roles summary

<b>Executive Committee</b>	<b>Role description</b>
President	Convene MLAC meetings. Contact point for general enquiries and club issues. Liaise with Yass Valley Council as needed and represent the club at Council and community meetings. Engage with Capital Athletics where needed.
Vice President	Fulfil the President role in their absence. Attend meetings on behalf of the Club as needed.
Secretary	Responsible for all club documents, meetings including agendas and minutes, and for records including WWCC for volunteers.
Treasurer	Responsible for Club finances, banking, cash registrar and square.
Registrar	Responsible for all club registrations including registration system, age patches and structure of fees.
Head Coach	Develop and coordinate season training program. Coordinate Coaches and Age Managers each training session. Advise club as needed on coaching and development courses, carnivals and competitions.
Ordinary Member	Attend MLAC meetings and input to decision making as required by the Exec team.
<b>General Committee</b>	
Comms Manager	Manage Club communications including website, social media, emails to families, photography and advertising.
Sponsorship and Grants	Manage Club sponsorships and liaise with Executive Committee on grant opportunities.
Fundraising and Events	Create a fundraising timetable for the year and work with the team on any additional events.
Volunteer Coord	Liaise with club, parents and community to recruit volunteers to all roles.
Canteen Manager	Order food items for each week including Coles bananas, arrange volunteers to cook and serve BBQ
Uniform Manager	Liaise with uniform supplier as required, sell club stock and second hand uniforms, order volunteer uniforms.
Results coordinator	Enter athlete results to ResultsHQ each week.
First Aid Manager	Be available at training each week to provide first aid if needed. Ensure appropriately stocked first aid kit.
Equipment Manager	Manage all equipment purchases, ensure equipment is stored appropriately and maintained in safe condition.
Grounds Manager	Liaise with council on all grounds/ovals matters. Coordinate roster of helpers and arrange mowing and line marking of grounds as needed.
<b>Coach and Age Managers</b>	
Coach	Provide a senior level of skills coaching and development to athletes each week.
Tiny Tots Manager	Manage the Tiny Tot program planning and delivery each week.
Tiny Tots Assistant Manager	Assist the Tiny Tot Manager
Age Manager	Lead an age group through the program of events at training each week. Gather parent volunteers and complete recording sheets.