

Equipment Officer:

Role:

Equipment Officer is responsible for the:

- Keeping an inventory of training equipment, and match playing strips/kit
- Maintenance/replacement of training equipment

Please Note: This is an unpaid, Voluntary Position.

Responsibilities shall include:

- Liaising with the Director of Rugby to ensure correct equipment is available for training sessions and match days.
- Senior Team Playing Kits.
Ensure Senior Team playing kits are laundered and are in a playable condition, in preparation for matches.
Arrange replacement shirts/shorts/etc. when necessary.
- Maintain First Aid bags for the senior teams.
- Maintain hydration equipment for the senior teams.
- Maintain full inventory of training equipment for all Teams.
- Ensure all training equipment is suitable for purpose.
- Ensure all training equipment is repaired in a timely manner if required.
- Arrange and procure replacement(s), when equipment become unserviceable or end of life.

Reporting to:

The Equipment Officer is responsible to the Director of Rugby.

Knowledge, Skills, Experience and Requirements

Essential

- Strong interpersonal and oral communication skills including the ability to effectively liaise with players, coaches and administrators
- Strong organisational skills
- Flexibility to work outside normal working hours and weekends if required.
- DBS/CRB Clearance

Desirable

- Previous experience of maintaining equipment
- Current First Aid certificate

The Equipment Officer is appointed for a period of 12 months by the Club Committee.