

## **GROUND COORDINATOR**

The Ground coordinator is responsible for ensuring that the rules and regulations regarding the club's playing fields are respected and observed.

### **Responsible to**

The grounds coordinator is responsible to the President of the Club.

### **Responsibilities and Duties**

The Grounds coordinator should:

- Depending on the size of the club, form a grounds sub-committee to achieve the identified tasks.
- Liaise with the local league as and when required and have a sound understanding of the various requirements in relation to ground management
- Ensure that league/region/state policies in relation to ground management are observed
- At the commencement of the season, order line marking and other equipment
- Mark out the playing fields at the commencement of the season
- Ensure that all ground maintenance equipment is in safe working order
- Ensure the dressing rooms, canteen, referees room and toilets are in a clean and tidy condition each time they are used
- Ensure the ambulance access is maintained at all times
- Ensure that field lines are clearly marked and maintained in good order for all games
- Ensure that the playing surface is in good order at all times
- Ensure adequate supplies of sand are available
- Organise the watering of the fields
- Advise the Committee of the overall condition of the fields to ensure continued availability
- Liaise with local Council as and when required
- Ensure you are contactable at all times.

### **Knowledge and Skills Required**

Ideally the grounds coordinator is someone who:

- Can communicate effectively and has good interpersonal skills
- Has knowledge about manure and pesticide
- Has knowledge about gardening and turf management
- Is positive and enthusiastic

### **Time Commitment Required**

The estimated time commitment required for a grounds coordinator is 15 hours per week.

The Ground coordinator is appointed for a 1 year term.