

**Role outline:** Kit Officer

**NAME OF CLUB:** TAMESIDE NETBALL CLUB

**ROLE:** KIT OFFICER

**RESPONSIBLE TO:** CLUB COMMITTEE

**NAME OF VOLUNTEER:** JANE CHISNALL

**START DATE:** 1 SEPTEMBER 2022

**END DATE:** 31 AUGUST 2023

Main Duties:

* ensure all playing members have appropriately sized, up to date kit;
* ensure all coaches and volunteers have appropriately sized, up to date kit;
* maintain a steady supply of kit in a variety of sizes on request for managers and coaches to use as standard size templates;
* order and deliver to specification the kit orders of all members and volunteers;
* deal temporarily with kit payments and ensure the Treasurer has up to date transactions and payments in full within 5 days of purchase;
* to ensure the website has an up to date list of kit and prices;
* network and communicate with manufacturers and sponsors to secure quality kit at low cost prices;
* keep records of all kit purchases;
* enforce the club kit policy; and
* attend the AGM, EAGM, committee meetings and/or any sub-committee meetings as relevant.

Signed ……………………………………………………………………..

Date ………………………………………………………………………..