



## General Maintenance - Roles and Responsibilities

**Role:** To ensure the facilities of the Cricket club are maintained.

**Approximate time commitment:** To be agreed with club

**Useful skills and experience:** Experience of maintenance of Club facilities.  
Enjoys working in an outdoor and indoor environment.  
Excellent communicator  
Reliable and totally committed  
Experience of using maintenance equipment to enhance the Club's facilities.  
Friendly & approachable.

**Support / Training:** Support from the club

### Tasks

- Providing facilities for the Club.
- Maintaining facilities for the Club.
- Ensure that the Club insurance is renewed on a yearly basis (1<sup>st</sup> March to 28<sup>th</sup> February following year).
- Identify and repair areas of malfunction within the Club.
- Order supplies to carry out the work liaising with Chairman and Treasurer.
- Identify and recommend potential new projects that may require internal or external funding as part of Club Development Plan.
- Report to and liaise with the Chairman & Executive Committee

If you would like further information or wish to apply for this opportunity please contact:

**Contact Chairman Copford CC**

