



DUTY CLUB RESPONSIBILITIES

During the NHA Club season, each Club will be responsible for the following duties to help ensure the smooth running of our competitions, as well as help maintain our facilities.

Duty Club will be responsible for the following for our Junior grades on Wednesday nights (Intermediate and Primary) and Friday nights (Secondary), and our Senior grades on Saturday (Premier Men) and Sundays (Premier Women and Premier 2 Men).

START OF THE DAY/NIGHT

1. Uplift keys from RDM if required.
2. Check changing rooms, umpires' room, toilets, and gate behind Turf 1 dugout are unlocked.
3. Ensure bins are available around the turfs.
4. Water turfs and turn on lights as required before game start times.
5. Check scoreboard laptops are set up and operate the scoreboards during each game.

END OF THE DAY/NIGHT

1. Ensure changing rooms, umpires' room, toilets, and gate behind Turf 1 dugout are locked.
2. Ensure all lights are turned off.
3. Ensure dugouts are free of rubbish. Any lost property can be placed in the umpires' room for collection by RDM.
4. Turn scoreboards off (via laptop).
5. Return keys to RDM or leave in umpires' room and lock with key located in the lockbox under the Pavilion stairs.
6. Lock main gate on exit UNLESS there are patrons still in the Pavilion.

ANY PROBLEMS CONTACT:

RDM

or

OPERATIONS MANAGER

Lauren Hutton

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