



## **Role Descriptions for Club Volunteers**

[Chairperson](#)

[Secretary](#)

[Treasurer](#)

[Junior Representative](#) (this person must be U18)

[Club Safeguarding Officer](#)

[Club Volunteer Co-ordinator](#)

[Head Coach](#)

[Umpiring Secretary](#)

[Fundraising Officer](#)

[Publicity Officer](#)


[Social Secretary](#)


[Team Co-ordinator](#)


[Website Officer](#)


[Umpire](#)


[Schools/Club Links Secretary](#)

<h1><b>Lymington Netball Club</b></h1>	
<h2><b>Club Chair</b></h2>	
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>	
<p><b>Who will I work with?</b></p>	<p>Main Club committee</p>
<p><b>What will I do?</b></p>	<ul style="list-style-type: none"> <li>▪ Chair the Committee Meetings and AGM</li> <li>▪ Agree quarterly agenda for committee meetings and the AGM</li> <li>▪ Work with the members to shape a development plan for the club</li> <li>▪ Be a supportive leader of all members</li> <li>▪ Represent the club at external meetings</li> <li>▪ Ensure good communication with membership and other Netball organisations</li> <li>▪ Ensure office holders satisfactorily complete their assigned tasks</li> <li>▪ Liaise with treasurer to ensure funds are spent properly and in the best interest of the members</li> </ul>
<p><b>How much time will I need to give?</b></p>	<p>Approximately 2 hours per week. Attend club committee meetings and external meetings when appropriate</p>
<p><b>What do I need to do this role?</b></p>	<ul style="list-style-type: none"> <li>▪ Enthusiasm</li> <li>▪ Good organisational skills</li> <li>▪ Prepared to make a regular time commitment</li> <li>▪ Prepared to make instant decisions when necessary</li> <li>▪ Confident at public speaking and keeping order during meetings</li> <li>▪ A good listener, engaging all members in discussion</li> <li>▪ Experience in project management &amp; team leadership</li> </ul>
<p><b>What are the benefits and how will you support me?</b></p>	<ul style="list-style-type: none"> <li>▪ Satisfaction of making a vital difference in your club</li> <li>▪ Learning new skills and developing your managerial, leadership and inter personal skills</li> <li>▪ The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>▪ Platform for future volunteering/employment opportunities</li> <li>▪ The enjoyment of meeting new people as part of a team</li> <li>▪ Training opportunities through external courses</li> </ul>

<b><i>Lymington Netball Club</i></b>		
<b><i>Club Secretary</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Main Club committee</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Principal club administrator</li> <li>• The main point of contact for people inside and outside the club</li> <li>• Attend league meetings</li> <li>• Affiliate the club to England Netball</li> <li>• Affiliate the club/players with local league</li> <li>• Deal with correspondence</li> <li>• Organise the club Annual General Meeting</li> <li>• Organise/book match facilities</li> <li>• Represent the club at external meetings when required</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• Approximately 8 hours per month</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Good organisational skills</li> <li>• Available to receive phone calls during the day</li> <li>• Able to use modern technology (e-mail, word processor, spreadsheet, database etc)</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your ability to carry out IT and administration tasks</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> </ul>	


<h1><b>Lymington Netball Club</b></h1>	
<h2><b>Club Treasurer</b></h2>	
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>	
<p><b>Who will I work with?</b></p>	<ul style="list-style-type: none"> <li>• Main Club committee</li> </ul>
<p><b>What will I do?</b></p>	<ul style="list-style-type: none"> <li>• Look after the finances of the club</li> <li>• Collect subscription fees and all money due to the club</li> <li>• Pay bills and record information</li> <li>• Keep up to date records of all financial transactions</li> <li>• Ensure that funds are spent appropriately</li> <li>• Issue receipts for monies received</li> <li>• Report regularly to the committee on the clubs financial situation</li> <li>• Preparing an end of year statement for auditing</li> <li>• Present an end of year financial report to the AGM</li> <li>• Financial planning including an annual budget</li> </ul>
<p><b>How much time will I need to give?</b></p>	<ul style="list-style-type: none"> <li>• Approximately 2-3 hours per week and attendance at Club Committee meetings</li> </ul>
<p><b>What do I need to do this role?</b></p>	<ul style="list-style-type: none"> <li>• Look after the finances of the club</li> <li>• Need to be well organised and careful when handling money</li> <li>• Scrupulously honest and able to answer questions in meetings</li> <li>• Prepared to make instant decisions when necessary</li> </ul>
<p><b>What are the benefits and how will you support me?</b></p>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your ability to carry out financial management tasks</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> <li>• Training opportunities through external courses</li> </ul>

<b><i>Lymington Netball Club</i></b>		
<b><i>Junior Representative (U18)</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Main club committee</li> <li>• Junior members of the club</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Be a junior member of the club who is 18 years old or under.</li> <li>• Attend committee meetings and provide the views of junior players.</li> <li>• Liaise with junior team captains/members to gain the views of junior members on issues for discussion at committee meetings.</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• 3-4 hours per month</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Be a good role model</li> <li>• Be a supportive person</li> <li>• A good communicator with young members of the club</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your leadership and team building skills</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• Training opportunities through external courses</li> </ul>	


<h1><b><i>Lymington Netball Club</i></b></h1>	
<h2><b><i>Club Safeguarding Officer</i></b></h2>	
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>	
<p><b>Who will I work with?</b></p>	<ul style="list-style-type: none"> <li>• Main Club committee</li> <li>• Junior members of the club and their parents</li> </ul>
<p><b>What will I do?</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy and Procedures</b></li> <li>• To provide information and advice on safeguarding and protecting children within the Club and promote a child focused approach</li> <li>• To ensure that the Club adopts and follows the England Netball (EN) Safeguarding and Protecting Young People Policy and Procedures</li> <li>• To ensure that all club members are made aware of and clearly informed about the role of the Safeguarding Officer and know how to contact them for advice, support and resources.</li> <li>• To promote awareness of the EN Codes of Conduct and to support the implementation of safe recruitment and induction procedures within the club</li> <li>• <b>Referrals</b></li> <li>• To receive information from Club staff, volunteers, children or parents and carers who have any concerns relating to the welfare of children and young people and to maintain appropriate records.</li> <li>• To clarify any information received carefully, ensuring that this is referred on promptly to enable assessment to be undertaken, and support offered, by the EN Lead Child Protection Officer</li> <li>• To follow the EN Responding and Reporting Concerns flow chart.</li> <li>• To ensure that the referral is confirmed in writing using the EN Safeguarding and Protecting Children Report Form.</li> <li>• <b>Education and Training</b></li> <li>• To advise the club on appropriate training for coaches and volunteers based on the EN recommended training requirements.</li> <li>• To signpost those with roles and responsibilities for children and young people to appropriate safeguarding training opportunities.</li> </ul>


## Role Descriptions for Club Volunteers


<p><b>How much time will I need to give?</b></p>	<ul style="list-style-type: none"> <li>• 8 hours per month</li> </ul>
<p><b>What do I need to do this role?</b></p>	<ul style="list-style-type: none"> <li>• Be aware of the local statutory child protection network, including the contact details for the local Police and Children’s Social Care Services, the role of the Local Safeguarding Children’s Board (LSCB) and the awareness of local inter-agency child protection procedures.</li> <li>• Understand the EN Safeguarding and Protecting Young People Policies and Procedures and be committed to promoting the welfare of children and their continued enjoyment and participation within netball.</li> <li>• Have an awareness of equity issues, safeguarding and child protection.</li> <li>• Have an understanding of poor practice and abuse – behaviour that is harmful to children or has a potentially negative impact upon their welfare and enjoyment of Netball.</li> <li>• Be well known in the club and have a strong child focus. Be accessible to and approachable for children and young people but should ideally not be the coach or volunteer with direct responsibility for coordinating or delivering the junior programmes at the club. They should be a member of the Club.</li> <li>• Have undertaken the SportsCoach UK Safeguarding and Protecting Children workshop or an equivalent recognised direct delivery training course within the past three years. They must also be committed to receive further training as necessary and directed by the England Netball Lead Child Protection Officer.</li> </ul>
<p><b>What are the benefits and how will you support me?</b></p>	<ul style="list-style-type: none"> <li>• This is a hugely valued role in the club as you support young people to enjoy netball in a safe and positive environment.</li> <li>• England Netball offer Time to Listen training to all Club Safeguarding Officers. The EN online training is also available for general awareness and there is a 3 hour SportsCoach UK workshop.</li> <li>• Look at the safeguarding pages on the EN website for information and support on safeguarding in your club <a href="http://www.englandnetball.co.uk/safeguarding">www.englandnetball.co.uk/safeguarding</a></li> </ul>


<b><i>Lymington Netball Club</i></b>		
<b><i>Club Volunteer Coordinator</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Current and potential volunteers</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Be the main point of contact for volunteers and volunteering within the club</li> <li>• Identify the volunteer needs of your club</li> <li>• Recruit new volunteers</li> <li>• Screen new volunteers</li> <li>• Ensure that volunteers receive feedback and support</li> <li>• Ensure that the club has systems to recognise and reward volunteer contribution</li> <li>• Link to local volunteering schemes</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• 8 hours per month</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Be a good role model</li> <li>• Be a supportive person</li> <li>• A good communicator</li> <li>• Able to delegate volunteering responsibility</li> <li>• Able to recruit people to be involved</li> <li>• Organisation skills</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your leadership and team building skills</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> <li>• Training opportunities through external courses</li> </ul>	


<b><i>Lymington Netball Club</i></b>		
<b><i>Head Coach</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Club members</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Take responsibility for coaching within the club</li> <li>• Make team selection in coordination with assistants</li> <li>• Implement coaching element of club development plan</li> <li>• Maintain records of all qualified club coaches</li> <li>• Encourage and support the development of assistant coaches</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• Approximately 3 hours per week and attendance at Club Committee meetings</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of the club constitutions, policies and procedures</li> <li>• Netball UKCC Level 2 Coaching Qualification</li> <li>• Commitment to ongoing self development as a coach</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Satisfaction of playing an active role in the development of your player's skills</li> <li>• Developing your coaching skills</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> <li>• Training opportunities through external courses</li> </ul>	


<b><i>Lymington Netball Club</i></b>		
<b><i>Umpiring Secretary</i></b>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Coaches</li> <li>• Team Administrators</li> <li>• The Committee</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Ensure Club umpiring commitments are covered including ensuring payment of fees due in association with the Treasurer.</li> <li>• Encourage a mentoring system for umpires within the club and the wider county/region.</li> <li>• Receive all correspondence relating to umpiring and to disperse the same information accordingly.</li> <li>• Be responsible for advising umpires of all the courses/workshops/forums taking place within the County/Region.</li> <li>• Keep a record of all qualified umpires within the Club.</li> <li>• Provide an annual report at the AGM and other meetings as required.</li> <li>• Provide Treasurer with claim forms to be paid</li> <li>• Attend committee meetings.</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• Around 2-4 hours per week</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Umpiring qualification</li> <li>• Good interpersonal and organisation skills</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Developing your qualification</li> <li>• Training opportunities through external courses</li> </ul>	


<b><i>Lymington Netball Club</i></b>		
<b><i>Fundraising Officer</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Main Club committee</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Apply for grants/sponsorship or other forms of financial assistance</li> <li>• Coordinate fund raising events</li> <li>• Ensure events are properly licensed with local authorities/customs and excise</li> <li>• Work with publicity officer to promote fund raising events</li> <li>• Ensure that funds are properly accounted for and information and funds passed onto the treasurer</li> <li>• Sale of lottery style draws/raffles on a regular basis</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• On average 2 hours per week and attendance at Club Committee meetings</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Need to be well organised and careful when handling money</li> <li>• Be enthusiastic, creative and innovative</li> <li>• Prepared to make a regular time commitment</li> <li>• Any previous experience of grant application or fund raising would be useful but not essential</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your ability to carry out financial management tasks</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> <li>• Training opportunities through external courses</li> </ul>	


<b><i>Lymington Netball Club</i></b>		
<b><i>Publicity Officer</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Main Club committee, local media, Website Officer</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Raise the profile of the club in the local community</li> <li>• Be available to talk to local media</li> <li>• Coordinate weekly match reports for all teams and forward these on to the local press</li> <li>• Editor of club newsletter (weekly/monthly/biannually)</li> <li>• Produce general interest stories for the local press and England Netball Magazine</li> <li>• Promotion of club events</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• Approximately 2 hours per week and attendance at Club Committee meetings</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Need to be well organised with good communication skills</li> <li>• Able to produce interesting, well written match reports, press releases etc</li> <li>• Access to a fax machine, telephone and computer</li> <li>• Any previous experience of marketing would be useful but not essential</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your marketing/PR skills</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> <li>• Training opportunities through external courses</li> </ul>	

<b><i>Lymington Netball Club</i></b>		
<b><i>Social Secretary</i></b>		
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Main Club Committee and club members</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Organise social events to bring the whole club together</li> <li>• Organise pre season event and at least two other events per year</li> <li>• Organise an end of season event</li> <li>• Organise a Christmas function or alternative religious celebration</li> <li>• Book venues and entertainment</li> <li>• Work alongside Fund Raising Officer to help build club funds as and when appropriate</li> <li>• Work alongside Publicity Officer to help promote event</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• 3-4 hours per month</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Enthusiasm</li> <li>• Good organisational skills</li> <li>• Good inter personal skills and a sense of fun</li> <li>• Creative and committed</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a difference in your club</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> </ul>	

<h1><b><i>Lymington Netball Club</i></b></h1>	
<h2><b><i>Team Co-ordinator</i></b></h2>	
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>	
<p><b>Who will I work with?</b></p>	<ul style="list-style-type: none"> <li>• Secretary, Treasurer, Players, Coaches and Umpires</li> </ul>
<p><b>What will I do?</b></p>	<ul style="list-style-type: none"> <li>• This post DOES NOT require input into the coaching of the squad</li> <li>• Attend Training Sessions to take register</li> <li>• Ensure collection of relevant fees and be responsible for paying money over to Treasurer which is clearly listed with payee and nature of payment.</li> <li>• Work alongside Team Coach to give out information and ensure 2-way communication</li> <li>• Attend matches to collect match fees</li> <li>• Liaise with officers responsible for ordering / lending kit as necessary.</li> </ul>
<p><b>How much time will I need to give?</b></p>	<ul style="list-style-type: none"> <li>• 3 hours per week during the playing season</li> </ul>
<p><b>What do I need to do this role?</b></p>	<ul style="list-style-type: none"> <li>• Administration and organisational skills</li> <li>• Understanding of club procedures</li> <li>• Able to set up systems that suit the team</li> <li>• Good interpersonal skills</li> <li>• Able to work as part of a team</li> </ul>
<p><b>What are the benefits and how will you support me?</b></p>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Satisfaction of playing an active role in the development of player's skills</li> <li>• Developing your team management skills</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> </ul>

<h1><b><i>Lymington Netball Club</i></b></h1>	
<h2><b><i>Website Officer</i></b></h2>	
<p>Lymington Netball Club was formed in 2001 and we have always welcomed players of all ages who are looking to play netball competitively or recreationally. Our junior section welcome players from Year 4 upwards, many of whom are offered competitive netball and opportunities to progress to county and regional academies. Our senior section has 5 teams playing in varying divisions in the Bournemouth league as well as offering back to netball sessions. Our aim is to gain an accreditation, maintain the steady growth in membership and improve the level of coaching and facilities we offer. Our mid-term aspirations are to get a junior team to the regional level of netball.</p>	
<p><b>Who will I work with?</b></p>	<ul style="list-style-type: none"> <li>• Main club committee, club members, publicity Officer</li> </ul>
<p><b>What will I do?</b></p>	<ul style="list-style-type: none"> <li>• Oversee the build, testing and development of the website</li> <li>• Ensure the website is regularly updated and that information is accurate</li> <li>• Ensure all club members have access to the members only section</li> <li>• Organise payment of Annual Service charge fee from the Service Provider</li> <li>• Secure the club domain name</li> <li>• Liaise with the Service Provider should there be any problems with the site</li> <li>• Ensure the ftp details remain confidential</li> </ul>
<p><b>How much time will I need to give?</b></p>	<ul style="list-style-type: none"> <li>• Up to 5 hours per month</li> </ul>
<p><b>What do I need to do this role?</b></p>	<ul style="list-style-type: none"> <li>• Need to be well organised with good communication skills</li> <li>• Access to a computer and the internet</li> <li>• Ability to build, update, develop maintain a website</li> </ul>
<p><b>What are the benefits and how will you support me?</b></p>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Learning new skills and developing your web design skills</li> <li>• The club will reimburse any <u>agreed</u> expenses that you incur as a result of your volunteer role</li> <li>• Platform for future volunteering/employment opportunities</li> <li>• The enjoyment of meeting new people as part of a team</li> <li>• Potential access to training opportunities</li> </ul>

<b><i>Lymington Netball Club</i></b>		
<b><i>Umpire</i></b>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Umpiring Secretary</li> <li>• Team Administrators</li> <li>• Coaches</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Be responsible for the umpiring as directed by the umpiring secretary</li> <li>• Attend practices as necessary in liaison with the Head Coach and attend matches and tournaments when required.</li> <li>• Liaise with the Head Coach on matters pertaining to the training sessions.</li> <li>• The Senior Umpire will be responsible for the general direction of the umpiring policy in discussion with other Club / League / County Umpires.</li> <li>• Be offered mentoring opportunities.</li> <li>• Ensure the Club adheres to the England Netball Duty of Care Guidelines</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• Dependant on allocation – possibly 2-4 hours per week</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• Umpiring qualification</li> <li>• Transport and advantage</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Developing your qualification</li> <li>• A fee for umpiring may be available</li> <li>• Training opportunities through external courses</li> </ul>	

<b><i>Lymington Netball Club</i></b>		
<b><i>Schools/Club Links Secretary</i></b>		
<b>Who will I work with?</b>	<ul style="list-style-type: none"> <li>• Club Secretary</li> <li>• School contacts</li> </ul>	
<b>What will I do?</b>	<ul style="list-style-type: none"> <li>• Provide a link between feeder Schools and the committee.</li> <li>• To receive and disseminate any relevant information.</li> <li>• Provide an annual report at the AGM and other meetings as required.</li> <li>• Encourage players from feeder and local schools towards the Club.</li> <li>• Attend committee meetings.</li> </ul>	
<b>How much time will I need to give?</b>	<ul style="list-style-type: none"> <li>• During term-time, 2-4 hours per month</li> </ul>	
<b>What do I need to do this role?</b>	<ul style="list-style-type: none"> <li>• A role with a feeder school ideally</li> <li>• Good interpersonal skills</li> </ul>	
<b>What are the benefits and how will you support me?</b>	<ul style="list-style-type: none"> <li>• Satisfaction of making a vital difference in your club</li> <li>• Training opportunities through external courses</li> </ul>	