



Registrar

Objectives

- To ensure all players are registered or transferred in accordance with the league rules and regulations.

Responsibilities

- Register all new players within the league guidelines
- Register copy of injury reports
- Process insurance claims
- Ensure security of all teams players votes
- Ensure security and processing of game day environment reports and other game day paperwork
- Record number of games played by each player
- To follow up with teams and ensure players are registered and able to play
- Follow up with Treasurer on outstanding fees
- Pass onto club Secretary all player contact details to ensure club database is always accurate.

Relationships

- Liaises with the Club Secretary and Treasurer
- Liaises with all club members

Accountability

- Reports to President and General Committee