

## **CURLFC Committee Job Descriptions**

### **President**

The president is in charge of the following: Recruitment of new players, obtaining sponsorship, organizing referees through the RFL, organizing kit, overall state of club and Taking notes at the AGM, completing registration with the sports centre [with captains], organize freshers fair, freshers demonstration and first freshers sessions,

### **Captain**

The captain is in charge of the following: organizing sessions, squad selection, assisting the President with plans for the club's future, aiding the president in organizing Varsity, which is now switching between Oxford and Cambridge, rather than being played in London, helping the president in recruiting new players, preparing the club for September pre-season, and January pre-varsity camp.

### **Junior Treasurer**

The junior treasurer is in charge of the following: collection of money, management of club funds. He is the principle line of communication between the committee and the senior treasurer.

### **Welfare Officer**

The welfare officer is in charge of the following: ensuring the welfare of players, providing confidentiality on this front [with President and captains], keep risk assessment up to date, make sure the Committee deals with emerging health and safety risks [with President], ensure the code of conduct is available to all club members, refer members with welfare concerns to appropriate counselling or sources of information on the corresponding welfare issue.

### **Social Secretary**

The social secretary is in charge of the following: organizing social events, leading social events, noting team fines.