



Committee Roles

Title	Equipment Coordinator
Position Summary	To ensure adequate equipment supplies for Essendon Netball Club EDNA and Parkville players and coaches
Key duties and responsibilities	<p>Prior to commencement of the season, liaise with Head Coach, coaches and Volunteer Coordinator, Parkville Representative to ensure each team has all the required equipment (water bottle bags, netballs, bibs, First Aid Kit) to successfully participate in training and games</p> <p>Report to the Committee on any equipment related matters</p> <p>Liaise with, and order any equipment from suppliers, and monitor the order against delivery of stock</p> <p>Maintain accurate records of equipment stock levels by undertaking regular stocktakes at least twice (x2) per year and replacing any damaged/faulty or old equipment, this includes regularly checking the storage bins located at Aberfeldie Primary School</p> <p>Attend ENC Presentation Night</p> <p>Attend the Annual General Meeting (AGM)</p> <p>Be aware of ENC's Child Safety Policy</p> <p>Be aware of Child Safety Standards</p> <p>Manage equipment@essendonnetballclub.com.au</p>