



# Committee Roles

<b>Title</b>	EDNA Representative
<b>Position Summary</b>	<p>To represent Essendon Netball Club at Essendon District Netball Association (EDNA) meetings</p> <p>To ensure a clear line of communication between ENC and EDNA.</p>
<b>Key duties and responsibilities</b>	<p>Attend monthly EDNA meetings</p> <p>Communicate and liaise with the President and, or Head Coach of ENC, and relay any information to the EDNA board as required</p> <p>Provide copies of relevant documentation to the President/Secretary or Head Coach of ENC that arise from the EDNA meetings eg COVID plan updates for match days, minutes etc</p> <p>Be the ENC contact for other EDNA clubs</p> <p>Fulfil the role as the contact for "Inclement Weather" on match days</p> <p>Attend ENC committee meetings as required</p> <p>Attend the Annual General Meeting (AGM)</p>