



Track Manager's Position Ballarat Harriers

Duties Include:

Arranging athletes in to events during weekly track competition.

Completing the relay sheets and submitting these sheets.

Encouraging club members and supporters to volunteer to help officiate events and help in setting up and putting away equipment.

Provide communication to all club members on the upcoming events.

Write a report to be supplied to all club members following competition.

Enter Ballarat Harriers teams in to championship events such as the Victorian Relay Championships.

Track manager to be bound by Club procedures and policies e.g. providing an up to date Working with Children's Check, and abiding by the Member Protection Policy