



## **ROLE OF DIVISIONAL REPS MMNL (2010)**

- ◆ To be responsible for the smooth running of their division.
- ◆ To support new teams with settling into the league (including paperwork).
- ◆ To be responsible for disseminating all league and other information to team secretaries and players.
- ◆ To encourage all teams in their division, to take an active role in all rallies and fundraising events.
- ◆ To encourage teams to send in paperwork on time
- ◆ To collect and check score cards on a weekly basis.
- ◆ To record each score, player of the match and any other information as appropriate and inform the Results Secretary of the result of the game, within 36hrs. If sick or on annual leave to delegate this and the collection and checking of score cards to another person and the Results Secretary
- ◆ To check that all players and umpires are registered with MMNL and England Netball.
- ◆ To inform the Results Secretary of all new registrations
- ◆ To be the named contact for the teams in their division with regard to the cancellation of matches due to adverse weather or other specific conditions.
- ◆ To re-arrange any cancelled fixtures as appropriate.
- ◆ To ensure the courts are kept clean and tidy and report any specific incidents which violate this.
- ◆ To liaise with the other divisional rep on your night to make arrangements for turning off court lights and lock the gates at the end of late matches or delegate a named person to do so (a committee member).
- ◆ To report all incidents or problems at committee meeting or if urgent to chairperson or vice chairperson
- ◆ To ensure all accidents or injuries that cause a player to retire from the game are reported on an accident form to the committee.

Refer to Committee Contact list if you have any queries.