



Registrar

Objectives

- To ensure all players are registered or transferred in accordance with the league rules and regulations

Responsibilities

- Register all new players within the league guidelines
- Number of games played by player
- To follow up with teams and ensure players are registered and able to play
- Follow up with Treasurer on outstanding fees
- Pass onto club Administrator all player contact details to ensure club database is always accurate
- Engage with providers the most time effective way to collect player information in relation to registrations (gathering ID and Proof of age)

Relationships

- Liaises with the Club Secretary and Treasurer
- Liaises with all club members
- Liase with provider of software for registrations and the WRFL

Accountability

- Reports to President, Executive and General Committee