



NORTHERN CHILL VOLLEYBALL CLUB	
ROLE DESCRIPTION TECHNICAL TEAM - EQUIPMENT COORDINATOR	Rev.: 2020/08/03

ROLE DESCRIPTION

The Equipment Coordinator is part of the technical team responsible for direction and decision processes regarding on-court activities as outlined and supported by the Technical Director. The Equipment Coordinator is responsible for maintaining and inventorying athletic equipment to ensure all teams have the appropriate equipment to enable them to play and practice efficiently.

SKILLS/QUALITIES RECOMMENDED

- Development certified volleyball Coach
- Good communication and interpersonal personnel relations skills
- Ability to work as part of a team
- Efficiency and organizational skills
- Team player with the ability to collaborate
- Knowledgeable on the equipment being purchased

MAIN DUTIES - in conjunction with the technical team

- Responsible for making sure that the equipment is in good condition and it is always functional
- Suggest equipment required to properly include in the next year's budget
- Build and maintain club equipment register
- Take inventory of equipment and assures availability
- Inspect all the equipment to make an assurance that it is functional, or if it needs any repair or to be replaced
- Secure and maintain a storage place for all equipment
- Liaison with coaches for recommendations on equipment required with equal accessibility for all teams
- To disburse all equipment as required
- Support Technical Director in completion of their main duties
- Perform others such duties as may be determined by the Technical Team

COMMITMENT



NORTHERN CHILL VOLLEYBALL CLUB	
---------------------------------------	--

ROLE DESCRIPTION TECHNICAL TEAM - EQUIPMENT COORDINATOR	Rev.: 2020/08/03
---	---------------------

- As needed

COMPENSATION

- Honorarium to be provided in the amount of \$250.00