



## Young Rugby Union Football Club Inc.

ABN 32 158 095 763  
PO BOX 330, YOUNG NSW 2594

### POSITION DESCRIPTION 2015 YOUNG RUGBY CLUB COMMITTEE

#### PLAYER REGISTRAR

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Holding aloft a trophy, simply couldn't happen without you. You'll be the keeper of the official information about our player registration so our players are covered by insurance and will be eligible to take part in finals football. As Registrar, you have one of the most important roles in rugby: to keep players playing the game. It's your responsibility to welcome new players when they arrive and link with local education institutions to recruit players.

#### **Ideally, you'll need to be:**

- Good at communicating, confident and outgoing
- Well-organised
- A player or ex-player who has a good feel for the game
- Enthusiastic and dedicated to your club
- Careful and methodical
- IT literate

#### **What you'll do:**

- Manage on-line registration (and de-registration) using the ARU MyRugby website database
- Maintain the list of players with "effective registration" for the purposes of insurance and communication. Pass these on to the Membership Secretary.
- Welcome new 'arriving' players
- Follow up on contacts from players looking to join a new club
- Work with the Rugby Development Officer and Community Rugby Coach to develop a schools link plan for player recruitment
- Identify and approach local schools who may be interested in sharing training, pitches, players, coaches etc
- Monitor and report on the success of the relationships
- Contact all 'leaving' players and make sure they know where they can continue playing rugby

#### **How much time it will take up:**

Around 2-4 hours a week mostly at the beginning of the season

#### **What you'll get out of it:**

You'll have the satisfaction of maintaining the reputation of our club. Thanks to you we we'll have the best chance of winning by ensuring we can select our best players and won't have points deducted for a technicality. You'll be part of a nationwide team with real influence on the involvement and enjoyment of the game for thousands of people. You'll meet all kinds of people, all of whom share a love of rugby, and will get great satisfaction knowing you're helping them keep their playing careers going.