



GEAR MANAGER JOB DESCRIPTION

Responsibilities:

The Gear Manager is responsible for the safekeeping, distribution and maintenance of club equipment and player's clothing.

Duties:

- At the commencement of the season, perform a stock-take of team apparel and other club equipment.
- Allocate existing uniforms to each Team Manager.
- Identify new uniform requirements and work with the club Secretary to obtain quotes and submit orders.
- Identify the number of footballs required and work with the club Secretary to obtain quotes and submit orders.
- Maintain records of uniforms issued.
- In conjunction with the Secretary, arrange screen printing requirements on all clothing and uniform.
- Order other club clothing as requested and authorised by the Committee.
- Arrange for the collection of club uniforms at the end of the season as directed by the Committee.
- Arrange for the safe storage of uniforms and other club equipment during the off season.
- Encourage players and club officials to respect the club's gear and equipment at all times.