

EAST RETFORD RUGBY UNION FOOTBALL CLUB

FOUNDED 1952



JOB DESCRIPTION

House Sub-Committee Chairman

Name of House Sub-Committee Chairman:

Responsible to: General Committee

Purpose:

Attend the General Committee meetings and report on the Clubhouse maintenance.

Key aspects of the role:

1. Provide good facilities for the club.
2. Identify and repair areas of malfunction within the club.
3. Source and order supplies to carry out the work liaising with Chairman and Treasurer.
4. Ensure all utilities are in good working order.
5. Managing clubhouse internal cleaning services including waste disposal.
6. Ensure the club meets its health & safety requirements, including PAT testing.

The above list of tasks is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope the role.