## Competitions Coordinator – job description (as at October 2019)

- Keep an eye on dates set for one-day internal competitions and competition matches play-on dates to ensure no clashes
- Ensure in good time that organisers are in place for each competition
- Standardise team sheets for these competitions, as far as is appropriate
- Oversee, and be present at team selections and competition match draws.
- Standardise where possible the basic internal one-day competition rules
- Introduce any future changes to internal bowling rules
- Improve overall communication associated with playing bowls
- Encourage more member participation
- Prepare a spreadsheet giving full information about all forthcoming competitions for the year, which would be available to members