



HEREFORDSHIRE SHORT MAT BOWLING ASSOCIATION

AFFILIATED TO: ESMBA & HEREFORDSHIRE SPORTS COUNCIL

County Captain Role Description

All Management Committee Members are expected to:

- Attend and report to HSMBA Management Committee and General meetings
- Follow the HSMBA Management Committee Confidentiality Policy
- Act in the best interests of the HSMBA and not as a club representative
- Respect and uphold the HSMBA constitution
- Support other committee members in the execution of their roles and the committee as a whole in the performance of any duties for which no current committee member has specific responsibility

Note: The county runs 2 county teams (Premier and A), each with a captain who sits on the County Committee. This role description covers both roles and the 2 captains are required to work together to execute their responsibilities. Some responsibilities are particular to each captain and relate solely to their own team but others (e.g., trials, practice sessions, venue & transport booking) may be most effectively performed by one or other captain on behalf of both teams or by both captains in tandem.

Attributes Required for the Role

- Playing experience at county level
- An aptitude for team management and leadership
- The postholder will be required to hold an appropriate Disclosure and Barring Service certificate (any expense incurred will be reimbursed by the association)

Specific Responsibilities

- Arranging fixtures in line with the skeleton match schedule issued by the ESMBA
- Booking of venue and/or transport for matches and practice sessions
- Organising and managing trials and squad selection
- Organising and managing squad practice sessions
- Selecting match teams and communicating arrangements to squad members
- Managing match-day arrangements including confirmation of timings and details with the venue and/or transport provider, refreshments, equipment, collection of match fees and liaison with opponents regarding match-day details
- Managing match-day playing matters
- Agreeing match result with opponents and submitting results to the ESMBA and the HSMBA website manager in the required form