

TECHNICAL & EQUIPMENT OFFICER

The role of a Technical & Equipment Officer of Noarlunga Little Athletics Centre incorporates the following:

- To attend committee meetings when available and to provide opinions and vote on various issues.
- Ensure the track and field is adequately marked for each Centre meet.
- Monitoring the conditions of the grounds and surrounding areas for each event and arrange for maintenance when and where necessary.
- Liaising with School re: use and maintenance of grounds, where applicable.
- Conducting a regular stock take of equipment and accounting for any items that are on loan to other parties.
- Maintaining of equipment to ensure a safe and good working order. This may entail an ongoing systems check.
- Purchasing any authorized equipment and providing invoices and receipts to the Treasurer.
- Allowing access of the equipment for any use authorized by the committee.
- Contacting the Association regarding changes to technical and ground requirements.
- Liaising with the School re: sharing of equipment where applicable.
- To assist in the setting up and packing up at each meet.
- To assist at events hosted by NLAC eg. Cross Country, Presentations, Fund raisers, etc.
- To make new families to NLAC feel welcome and guide them through their first weeks.