## **A close up of a logo Description automatically generated**

## A grey background with black text Description automatically generatedTIMEKEEPER

## Reports to: Ground Manager & Volunteer Coordinator

## Purpose of the role

## The Timekeeper is to act as the official keeper of time for the duration of the match.

## Qualifications & Desirable Characteristics

* Effective communication skills
* Organisational skills
* Positive and enthusiastic

## Duties and Responsibilities

* Keep time for each quarter of the match
* Record on timecards the time taken to play each quarter
* Lodge completed timecards with the Team Manager after the game has finished
* Sound the siren in accordance with the procedures contained in the association / league rules and regulations
* Stop the clock used for timing of each quarter as required by the association / league rules and regulations
* Perform any other function as may be directed

Time Commitment: 1 – 5 hours per week or as requested