**Club Captain**

The Club Captain is responsible for co-ordinating and organising the running of the sports club, in collaboration with the Club Manager and other committee members.

**Main Duties of the Club Captain**

Responsible for completion and submission of team sheets & team selection.

Liaising with club coaches to ensure that training arrangements are communicated and that coaching is delivered to a sufficient standard.

Assisting in the recruitment of new members/players.

Liaising with the opposition if problems arise via Team Staffs coordinators.

Liaison with Club Manager regarding relevant player & coaching issues.

Ensuring the activity is conducted safely and all relevant safety procedures/paperwork are completed and correct.

Responsible for the booking and organisation of match officials or transport for match day.

Submission of BUCS result cards to Team Staffs no later than 10am the next working day.