



Volunteer Role Description- Timekeeper

Event:	National Schools				
Venue:	Stanborough School, Lemsford Lane, Welwyn Garden City AL8 6YR				
Role:	Time Keeper				
Summary of role:	<ul style="list-style-type: none"> Keep the time for all round of games through the competition (central timing) using 2 stopwatches Signal the start, intervals, half time and full time for all rounds of games via an air horn Provide the MC with a 2 minute and 30 second warning for umpires and teams, prior to a game commencing and recommencing (during an interval) 				
Date required:	18 th March 2017	Start Time	08:30am	Finish Time	5pm
Preferred age of volunteers: (is there a minimum/ maximum age?)	16+ if your U18 a parental consent form is needed.				
Who does the Volunteer report to: (staff member name)	Event Manager – Laura Brunning		Who is the Volunteer responsible for: (other volunteer roles)	N/A	
Training required	No a full briefing will be provided on the day.		Interview required	No	
Clothing expected to wear (e.g. smart/trainers)	Casual clothing, please note this event is outside so warm layers are needed.		Consent form required	No only if U18	
Will the volunteer be able to watch the netball match	Yes	✓	No		Intermittent
Reward e.g. food provided/ t-shirt provided/ can claim travel expenses	Food provided and t-shirt provided. Also able to claim travel expenses.				

Skills required for the Volunteer Role:

Enthusiasm		Dependability	✓	Good Organisational skills	✓
Honesty	✓	Self-motivated		Ability to work in a team	
Confidence	✓	Money handling		Ability to work with little supervision	✓
Commitment		Willingness to learn	✓	Throwing and Catching ability	
Hard working		Ability to Multitask		Knowledge of netball	
Reliable	✓	Good time management	✓	Ability to use a results package/ excel spreadsheet	
Others skills/ knowledge please detail:					